



**DEPARTMENT OF PUBLIC SAFETY  
INTRA-DEPARTMENTAL CORRESPONDENCE**



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**DATE:** AUGUST 20, 2015  
**FROM:** GREGORY J. FOURATT *GJ Fouratt*  
DPS CABINET SECRETARY  
**TO:** NMDPS DISTRICT COMMANDERS  
**SUBJECT:** DIRECTIVE 2015-10 INCLEMENT WEATHER

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The purpose of this directive is to clarify procedures for office delays and/or closures during inclement weather for non-commissioned personnel.

The State Personnel Office's General Memorandum 2011-006 (revised 11/21/13), provides for the delay or closure of state facilities. The decision to delay/close facilities in the Santa Fe or Albuquerque Metro areas and any communities within a 35 mile radius will be handled by the office of the Governor with input from the DPS and DOT Cabinet Secretaries. The decision to close other facilities outside the 35 mile radius will be at the discretion of each respective Cabinet Secretary, Agency Head or their designee.

As a result, I am authorizing Zone Majors to make the decision to delay or close any of the NMDPS facilities within their area of responsibility. Each Zone Major, with the recommendation of the District Commander, is authorized to make the determination to delay or close all or some of their facilities, due to severe weather-related events. The delay or closure will only apply to non-essential positions at each facility and will not apply to employees who are needed for response to the weather incidents or other calls for service. The District Commander is to provide his/her Major with all the relevant circumstances and the reasons for the closure or delay recommendation.

Before making any recommendation to delay or close a facility, the District Commander must take into account what other local governmental agencies are doing in response to related incident. Many services we provide work in conjunction with other governmental agencies and we must not disrupt community services by our decisions. If further guidance is needed, contact your Zone Commander. Decisions to close or delay will be forwarded, by the Zone Major, to the appropriate Deputy Chief and the DPS Human Resources Bureau.

Your compliance with this directive is expected and appreciated.

GJF/dg