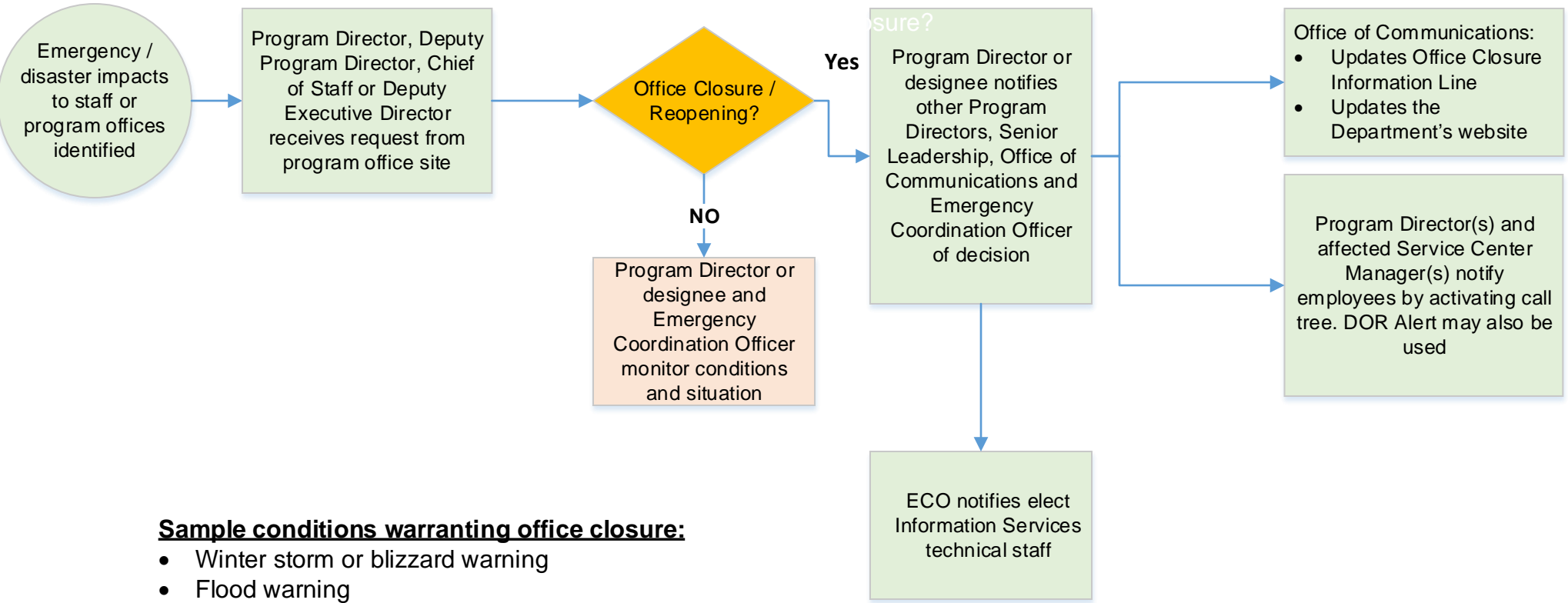


OFFICE CLOSING / REOPENING PROCESS FLOW



Sample conditions warranting office closure:

- Winter storm or blizzard warning
- Flood warning
- Building closed by landlord or building manager
- Evacuation ordered by local authorities
- Other Florida agencies in county closed
- Local governmental Offices closed
- Prolonged power outage
- Prolonged heat or air conditioner outage

Note: Refer to the department-wide procedures on office closings for more detail.