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Subject Governor's Office Announces Directed Early Departure

The following announcement was just received by the Governor's Office Employee Relations:

"Due to the anticipated extraordinary temperatures today and the resulting drain on already strained power sources, the Governor has instructed this Office to direct an early departure of State employees in Nassau and Suffolk counties, This directive releases all State employees working in State offices and facilities situated in those counties who are determined to be in non-essential positions at 2:00pm, and allows for the closing of such State offices and buildings where possible. A directed early departure does not require a charge to accruals: however, employees who have left work before 2:00 or who took the day off are required to charge accruals as usual.

It is hoped that all such released State employees refrain from immediately going home and turning on air conditioners and computers, but consider alternative such as indoor shopping malls, movie theaters, state parks and beaches."

The above announcement indicates that essential personnel must report for work. Supervisors concerned about the designation of essential versus non essential personnel should refer to their respective Vice President/Dean, the Office of Human Resources Services or the Office of Employee/Labor Relations.

With regard to classes it has been determined that West Campus classes scheduled after $2:00\,\mathrm{pm}$ are cancelled .