

# What is Your Role in an Emergency?

Hurricane season starts on June 1, and the National Oceanographic and Atmospheric Administration (NOAA) predicts that there will be about the same level of activity as last year, which was the seventh consecutive year of above-average hurricane activity in the Atlantic. For the 2022 hurricane season, NOAA predicts there will likely be a range of between 14 and 21 named storms (i.e., winds of 39 MPH or higher), of which six to 10 could become hurricanes (i.e., winds of 74 MPH or higher), including three to six major hurricanes (i.e., category 3, 4 or 5 – with winds of 111 MPH or higher).

[NOAA predicts above-normal 2022 Atlantic Hurricane Season | National Oceanic and Atmospheric Administration](#)

The City of Houston's [Administrative Procedure \(A.P.\) 2-3, Severe Weather and Other Emergency Conditions](#) requires each department to designate personnel as either Tier 1, 2 or 3, at least annually.

- This policy defines three levels, or Tiers, of support personnel:
  - **Tier I** - Employees determined by department directors to be essential to the continued operation of critical City functions, including preparations and responses to emergencies. Tier I employees are expected to report as directed under any circumstances. Tier I employees are considered essential during the pre-, intra- and post-event periods and are required to carry out the responsibilities assigned to Tier I employees in Section 6, Procedures.
  - **Tier II** - All employees without immediate, specific emergency roles but who may be necessary to execute duties for the city under certain circumstances. Tier II employees are considered essential during the pre-, intra-, and post-event periods and are required to carry out the responsibilities assigned to Tier II employees in Section 6, Procedures.
  - **Tier III** - All City employees not specifically designated as Tier I or Tier II employees. Tier III employees are required to carry out the responsibilities assigned to Tier III employees in Section 6, Procedures.

The Human Resources Department assists departments to discuss changes to the Emergency Tier Designation for their employees and identify those whose tier designation needs to change. This year some 2,251 changes were submitted to the Office of Emergency Management on behalf of over 23 city departments prior to the May 2 deadline.