



Personnel Policies

CITY OF WESLACO,
TEXAS

INCLEMENT WEATHER

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Amended:

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The City intends is to remain open despite weather conditions to meet its commitments to its citizens. We are equally concerned for employee safety. Employees must exercise their own judgment about personal safety. Corrective action will not be taken if employees decide not to travel because of hazardous conditions. Employee must follow the call-in procedure established by their Department Head.

Whenever non-exempt employees are absent from or late for work or leave early because of inclement weather, they must charge such time away from work to accrued vacation or leave without pay. If sufficient vacation leave is not available to cover the absence, late arrival or early departure, leave without pay will be charged automatically. Exempt employees who miss an entire day of work due to inclement weather should charge it to accrued vacation to avoid being charged with an unpaid absence.