

To: Martin Nowak[martin_nowak@harvard.edu]
From: [REDACTED]
Sent: Fri 2/5/2016 12:15:29 AM
Subject: Re: Approaching Winter Weather

Martin, unfortunately Jeffrey is canceling the trip! He is concerned about the impending snow...so sorry...I'm sure he will try again soon! [REDACTED]
On Feb 4, 2016, at 5:41 PM, Nowak, Martin [REDACTED] wrote:

will this be a problem for Jeffrey?

Begin forwarded message:

From: Office of the Executive Vice President
[REDACTED]

Subject: Approaching Winter Weather

Date: February 4, 2016 5:30:10 PM EST

To: [REDACTED]
[REDACTED] !>

Dear colleagues,

Harvard University has been closely monitoring the progress of the winter weather event that is expected to arrive tonight and continue for much of tomorrow. A Winter Weather Warning has been issued for all of Eastern Massachusetts, with snowfall of up to 6-8 inches expected in and around Boston and Cambridge. Morning commutes throughout the region will likely be affected.

Though schedules at individual Harvard Schools may vary depending on local conditions, the University and Central Administration will be open as scheduled Friday. Any individual School with specific schedule alterations will communicate directly with their communities.

As always, the safety of students, faculty and staff is paramount. All Harvard community members are urged to exercise caution as they travel to campus.

We understand that travel may be difficult Friday. Those who need to significantly alter their work schedules due to unsafe travel conditions in their local areas or due to other personal circumstances (such as childcare needs) should be in contact with their supervisors.

As always, faculty, students and staff should be guided by their School leadership, with whom they should be in touch with any questions.

Any updates overnight or tomorrow will be posted to Harvard's [emergency page](#) and at 617-496-NEWS.

Sincerely,

Katie Lapp
Executive Vice President