

NATIONAL WEATHER SERVICE INSTRUCTION 10-403

JULY 31, 2007

Operations and Services

Fire Weather Services, NWSPD 10-4

FIRE WEATHER SERVICES COORDINATION AND OUTREACH

NOTICE: This publication is available at: <http://www.nws.noaa.gov/directives/>

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SUMMARY OF REVISIONS:

This directive supersedes NWSI 10-403, "Fire Weather Services Coordination and Outreach," dated April 19, 2005. Changes are:

- (1) OPR Edit – Changed "D. Billingsley" to "H. Hockenberry".
- (2) Certifying authority edit – Changed "D. Young" to "E. Jacks".
- (3) Approving authority edit - Changed "Dennis H. McCarthy" to "James E. Hoke".
- (4) Sections 1, 1.1, 1.2, 1.3 and 2 – Changed all instances of "customer" to "user".

-signed -

July 17, 2007

James E. Hoke

Date

Acting Director, Office of Climate,
Water, and Weather Services

Fire Weather Services Coordination and Outreach

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1. Coordination of Changes in Products and Services. NWS will use a user-driven approach for the change process for Fire Weather products and services. NWS should have a conduit for coordination of these changes for users at all levels (nationally, regionally, and locally at Weather Forecast Offices (WFOs)). National policy for products and services will reside in the Fire Weather Services Policy Directive 10-4. WFO or consolidated Fire Weather Annual Operating Plans (NWS Instruction 10-404) will serve to further document regional and local implementation of policy and changes.

1.1 WFO Fire Weather Service Area. The WFO Fire Weather Program Leaders (FWPLs) along with the Meteorologist-In-Charge (MIC) or other WFO management team member will identify fire weather users within the WFO area of fire weather responsibility. MICs should ensure an updated list of users and points of contact are included in the WFO station duty manual or other appropriate reference.

WFO FWPLs, along with other designated staff, should lead the fire weather outreach and coordination efforts and thus are the "user service representatives" for the NWS fire weather program at the local level. These representatives must maintain regular contact with fire and land management agencies, helping them assess meteorological needs and informing them of NWS products and services available to meet their needs. Fire and land management personnel should be encouraged to visit the WFO to become familiar with all NWS office personnel and operations. Likewise, WFO staff should take advantage of opportunities to visit land management agencies and operational sites (prescribed burns, Remote Automated Weather Station (RAWS) platforms, etc.).

MICs should conduct or participate in user meetings at least annually to gauge user satisfaction, determine changes in requirements, and develop and review the Fire Weather Annual Operating Plan.

1.2 State or Geographic Area Coordination Center (GACC) Level. Coordination of user requirements may sometimes be better accomplished at the state or GACC level. At this level, both WFO MICs and the Regional Fire Weather Program Managers should represent the NWS to gauge user satisfaction and requirements, and to develop and review regional/state Annual Operating Plans.

1.3 National Fire Weather Program. The National Fire Weather Program Manager (NFWPM) will coordinate the Fire Weather program (including budget, training, policy, etc.) with the Regional Program Managers and will operate as the conduit for national user coordination. The NFWPM will work with the National Interagency Fire Center Directors or their representatives, the National Wildfire Coordination Group (NWCG), and other national fire suppression organizations in determining overall fire and land management requirements for meteorological support.

2. Change Notification. The Office of Climate, Water, and Weather Services (OCWWS), the Regional Headquarters, and the local offices will notify users of changes in national, regional, and local products and services in accordance with NWS Instruction 10-1805, National Service and Technical Change Messages.

Regional Headquarters will submit any regional Supplements or other instructions enhancing or modifying Policy Directive 10-4 to OCWWS for approval.