

## Spot Weather Observation and Forecast Request Instruction & Notes

Spot Weather Forecasts should be requested for fires that will exceed initial attack, have potential for extreme fire behavior, or are located in areas where Red Flag Warnings or Fire Weather Watches have been issued. This form is primarily for field use documentation of weather observations and/or forecasts. Whenever possible, a copy of the actual fire Weather Forecast should be used for operational briefings and/or included in the fire documentation.

### Instructions

1. **Name of Fire/Incident:** Use incident or project name.
2. **Control Agency:** Agency with primary responsibility for managing the incident.
3. **Request Made:** Put date and time (use 24-hour clock).
4. **Location:** Use an on-site legal description specific to the nearest ¼ section.
5. **Drainage Name:** Use the closest drainage name or landmark from a topographical map.
6. **Exposure:** Use one of the 8 major cardinal points (N, SE, NW, etc.) to designate general aspect.
7. **Size of Project:** In acres.
8. **Elevation:** Designate elevation in feet; Top and Bottom refer to elevation of fire. (For a group of lightning fires specify "Concentration" then give number of fires and size of largest; request forecast for each drainage.)
9. **Fuel Type:** Use a fuel model number or a name description.
10. **Project On:** Projects may be on the ground or crowning.
11. **Weather Conditions at Project or from Nearby RAWS:** In the Place column, put On-site (which refers to the legal description used in Number 4); if the observations are taken off-site, specify the Township, Range, and Section to the nearest ¼ or the location of the RAWS used. In the Elevation column, put the actual elevation for the observations (may or may not be the same as in Number 8).
12. **Send Forecast To:** Specify how the forecast will be broadcast or sent, especially if it differs from normal radio relay or faxing procedures (i.e., having copies faxed to mobile units, office, or stations), and also the name of the contact who will be receiving the request (may differ from the person making the forecast request).
13. **Forecast and Outlook:** Document name of forecaster and office forecast originated from.
14. **Forecast Received:** Document name of person receiving forecast, date, time and location and received (to verify or update information in Number 12).

### Notes

Under the Remarks column in Number 11, put the estimated ignition time for Rx projects. For Rx projects, fire weather forecasters can work with you ahead of time and either do some "practice" forecasts or provide you with weather information for planning.

For better service, do not send a request in just prior to Rx ignition (turn-around time is typically 1 to 2 hours). Most fire weather forecasters work early shifts, and usually leave around 1600 to 1700.

If the fire weather forecaster does not hear from you, they assume the forecast was accurate. If the forecast does not match what is actually occurring, let the fire weather forecaster know. Feedback is crucial for improving forecast accuracy. Forecasts can be updated. If at anytime you do not understand what the forecast is telling you, or you have questions about its content for whatever reason, do not hesitate to call the fire weather forecaster and discuss the matter.

Spot Weather Observation and Forecast Request (See reverse for instructions)									
Requesting Agency will Furnish Information for Blocks 1-12									
1. Name of Incident or Project				2. Control Agency		3. Request Made			
						Time:		Date:	
4. Location (Designate Township, Range, and Section (include ¼ section):					5. Drainage Name		6. Exposure/Aspect:		
7. Size of Incident or Project (acres):			8. Elevation		9. Fuel Type:		10. Project On:		
			Top	Bottom			<input type="checkbox"/> Ground <input type="checkbox"/> Crowning		
11. Weather Conditions at Incident or Project or from RAWS:									
Place	Elevation	Observation Time	Wind Direction/Velocity		Temperature		No entry necessary. To be completed by the Fire Weather Forecaster.		Remarks <small>(Indicate precipitation, cloud type and % cover, wind and frontal conditions, etc.)</small>
			20-Foot:	Eye Level:	Dry Bulb:	Wet Bulb:	Rh	Dp	
12. Send Forecast To (Person):			Send Forecast To (Location):			Send Forecast Via:		Send Copy To:	
The Fire Weather Forecaster will Furnish the Information for Block 13:									
13. Discussion and Outlook:								Date and Time:	
Burn Period		Sky Cover	Temperature	Humidity	Wind		Indices		
			°F	%	Eye Level	20-Foot			
<input type="checkbox"/> Today (sunrise to dusk) <input type="checkbox"/> This Afternoon (noon until dusk) <input type="checkbox"/> This Evening (1600 until dusk) <input type="checkbox"/> Tonight (sunset until sunset)		<input type="checkbox"/> Mostly Sunny/Clear <input type="checkbox"/> Fair <input type="checkbox"/> Partly Cloudy <input type="checkbox"/> Mostly Cloudy <input type="checkbox"/> Cloudy <input type="checkbox"/> Variable	_____ <input type="checkbox"/> High <input type="checkbox"/> Low <input type="checkbox"/> Range	_____ <input type="checkbox"/> Maximum <input type="checkbox"/> Minimum <input type="checkbox"/> Range	<input type="checkbox"/> Upslope <input type="checkbox"/> Downslope Direction _____ Velocity _____ mph Gusts _____ mph	<input type="checkbox"/> Upslope <input type="checkbox"/> Downslope Direction _____ Velocity _____ mph Gusts _____ mph	Haines: LAL: BI: CI:		
<input type="checkbox"/> Today (sunrise to dusk) <input type="checkbox"/> This Afternoon (noon until dusk) <input type="checkbox"/> This Evening (1600 until dusk) <input type="checkbox"/> Tonight (sunset until sunset)		<input type="checkbox"/> Mostly Sunny/Clear <input type="checkbox"/> Fair <input type="checkbox"/> Partly Cloudy <input type="checkbox"/> Mostly Cloudy <input type="checkbox"/> Cloudy <input type="checkbox"/> Variable	_____ <input type="checkbox"/> High <input type="checkbox"/> Low <input type="checkbox"/> Range	_____ <input type="checkbox"/> Maximum <input type="checkbox"/> Minimum <input type="checkbox"/> Range	<input type="checkbox"/> Upslope <input type="checkbox"/> Downslope Direction _____ Velocity _____ mph Gusts _____ mph	<input type="checkbox"/> Upslope <input type="checkbox"/> Downslope Direction _____ Velocity _____ mph Gusts _____ mph	Haines: LAL: BI: CI:		
Outlook for (Date): _____		<input type="checkbox"/> Mostly Sunny/Clear <input type="checkbox"/> Fair <input type="checkbox"/> Partly Cloudy <input type="checkbox"/> Mostly Cloudy <input type="checkbox"/> Cloudy <input type="checkbox"/> Variable	_____ <input type="checkbox"/> High <input type="checkbox"/> Low <input type="checkbox"/> Range	_____ <input type="checkbox"/> Maximum <input type="checkbox"/> Minimum <input type="checkbox"/> Range	<input type="checkbox"/> Upslope <input type="checkbox"/> Downslope Direction _____ Velocity _____ mph Gusts _____ mph	<input type="checkbox"/> Upslope <input type="checkbox"/> Downslope Direction _____ Velocity _____ mph Gusts _____ mph	Haines: LAL: BI: CI:		
Name of Fire Weather Forecaster:					Fire Weather Office Issuing Forecast:				
14. Forecast Received by (Name):				Date:	Time:	Forecast Received at (Location) Via:			