

NATIONAL WEATHER SERVICE INSTRUCTION 10-603

JUNE 6, 2013

Operations and Services

Tropical Cyclone Weather Services Program, NWSPD 10-6

NATIONAL HURRICANE CENTER HURRICANE LIAISON TEAM

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

OPR: W/OS21 (T. Schott)

Certified by: W/OS21 (M. Tew)

Type of Issuance: Routine

SUMMARY OF REVISIONS: This directive supersedes NWSI 10-603, dated June 15, 2011.

Changes include:

1.2 Changes “Disaster Operations Directorate” to “FEMA headquarters”

signed

May 23, 2013

Christopher S. Strager
Acting Director, Office of Climate,
Water, and Weather Services

Date

NATIONAL HURRICANE CENTER HURRICANE LIAISON TEAM

Table of Contents		Page
1.	National Hurricane Center Hurricane Liaison Team	3
	1.1 Responsibilities	3
	1.2 Activation/Deployment	3
	1.3 Training	3
2.	Meteorological Duties	3
3.	Hydrological Duties	4

1. National Hurricane Center (NHC) Hurricane Liaison Team (HLT).

1.1 National Weather Service (NWS) Responsibilities. The NWS supports the HLT through use of NHC meteorologists, Weather Forecast Office (WFO) personnel (typically warning coordination meteorologists and service hydrologists), and River Forecast Center (RFC) hydrologists. Eastern and Southern Region Headquarters will maintain a list of their available HLT candidates.

1.2 Activation/Deployment. On June 1st, or earlier if necessary, the NHC Director will request that FEMA activate the HLT by contacting FEMA headquarters. The HLT will remain active throughout the season. When a tropical cyclone in the Atlantic or eastern North Pacific basins threatens the United States or its territories, the Director or Deputy Director of NHC may request NWS meteorological and/or hydrological support by contacting the appropriate NWS Regional Director. NWS personnel should deploy to NHC within 24 hours of the request for assistance.

NWS personnel will remain deployed at the HLT until the hurricane threat has passed. However, if a significant rainfall threat is expected to persist after landfall, the HLT will remain staffed by the Federal Emergency Management Agency (FEMA) to facilitate coordination with the Weather Prediction Center (WPC), who will assume briefing responsibilities until the rainfall threat has passed. NHC and the WPC will coordinate the transfer of briefing responsibilities. During the inland event the HLT and WPC will coordinate with the appropriate WFOs and RFCs, and when needed, hydrologists from the RFCs will provide hydrological briefings.

If the HLT is deactivated, the WPC will assume the briefing duties provided the remnants of the tropical cyclone remain a threat to inland areas. NHC and WPC will coordinate prior to the transfer. During the inland event WPC will coordinate with the appropriate WFOs and RFCs and when needed, hydrologists from the RFCs will provide hydrological briefings.

1.3 Training. Completing NWS/FEMA's distance learning training module, Community Hurricane Preparedness, is required by HLT members. The module can be taken via the Internet at: <https://www.meted.ucar.edu>. Other training opportunities are strongly encouraged. They are: FEMA's "Introduction to Hurricane Preparedness" (L-324 course) conducted at NHC for emergency managers and NWS personnel, and FEMA's annual HLT training session held at NHC.

2. Meteorological Duties. The HLT meteorologist will:

- a. Establish and maintain contact with the impacted WFOs, RFCs, and the WPC.
- b. Facilitate participation of the impacted NWS offices in conference calls, briefings, and in preparation and distribution of graphics.
- c. Provide meteorological interpretations on NHC advisories, WFO hurricane local statements, Hurrevac products, and storm surge forecasts for federal, state, and

local agencies on request.

- d. Provide storm briefings via video/audio teleconferences for federal, state, and local organizations.
- e. Respond to meteorology-related incoming calls from federal, state, and local emergency managers. Refer callers to the appropriate WFO for responses to localized special questions and issues.

3. Hydrological Duties. The HLT hydrologist will:

- a. Establish and maintain contact with the impacted local WFOs, RFCs, and the WPC.
- b. Facilitate participation of the impacted NWS offices in conference calls, briefings, and in preparation and distribution of graphics.
- c. Provide hydrologic interpretation on NHC advisories, WFO hurricane local statements, and WFO and RFC hydrologic products for federal, state and local agencies on request.
- d. Provide technical support for RFC lead during hydrologic portion of video teleconference. In absence of the RFC, lead the hydrologic portion of the video teleconference.
- e. Respond to hydrology-related incoming calls from federal, state, and local emergency managers. Refer callers to the appropriate WFO for responses to localized special questions and issues.