

**National Weather Service - Cooperative Observer Program**

**FPR-E OPERATIONAL IMPLEMENTATION CHECK LIST**

Planned Product Improvement: Fischer-Porter Rebuild (FPR-E) .

COOP Location (SID, Name, State): \_\_\_\_\_

NWSREP Completing this Check List: \_\_\_\_\_ Date: \_\_\_\_\_

Item #	Item Description	OPL	Date
<b>1. FPR Operational Support Activities</b>			
a.	Select F&P sites to rebuild in 'FPR Designated Sites Spreadsheet.'	OPL	
b.	Submit 'FPR Pre-Implementation Worksheet' with projected dates.	OPL	
<b>2. FPR Installation Activities</b>			
a.	Assemble FPR-E Kit in field office, or if necessary at the COOP site.	OPL	
b.	At COOP site retrieve all B-18 punch tape from gauge. Separate the partial month (ended on installation day) from last whole month.	OPL	
c.	Install / Checkout FPR-E according to, <i>FPR-E Assembly Procedures</i> .	OPL	
<b>3. FPR Monitoring and Coordination Activities</b>			
a.	Generate a Site Inspection Report in CSSA.	OPL	
b.	Submit B-44 new rendition to Workflow <b>within five days of</b> installing.	OPL	
c.	Establish a WFO Log Sheet to track Flash Drives / Emails received.	OPL	
<b>4. FPR Post-Installation Activities</b>			
a.	Dispose of old equipment according to <i>FPR-E Assembly Procedures</i> .	OPL	
b.	Transmit first month's precipitation data and verify NCDC received TXT files according to <i>FPR-E Operations Manual</i> .	OPL	
c.	Decode the partial month F&P tape, enter into Form 79-1D, email to NCDC.	OPL	
d.	FAX the MIC-signed <i>WFO Certificate</i> to Tom Trunk (OS7) only after all FPR-E sites in your CPA have been implemented, by the steps listed above.	OPL	
e.	Transmit a public notification message (PNS) on AWIPS.	OPL	

**Instruction:** The Observations Program Leader (OPL) fills-out one Checklist for each FPR-E installed and notes the date of completed actions. When all sites' Checklists are completed and any Thirty-Day Reports completed, then the MIC signs the WFO Implementation Certificate.