

NATIONAL WEATHER SERVICE INSTRUCTION 10-603

JULY 27, 2009

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 (T. Pierce)

Type of Issuance: Routine

SUMMARY OF REVISIONS: This directive supersedes NWSI 10-603, dated June 13, 2003. The directive adds wording in section 1.2 on the activation of the HLT and NWS personnel.

Signed by David B. Caldwell Jul 21, 2009
David B. Caldwell Date
Director, Office of Climate, Water, and
Weather Services

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	4
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 Tropical Prediction Center (TPC) 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 TPC Director will request that FEMA activate the HLT by contacting the Disaster Operations Directorate. 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 TPC may request NWS meteorological and/or hydrological support by contacting the appropriate NWS Regional Director. NWS personnel should deploy to TPC 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 HPC, who will assume briefing responsibilities until the rainfall threat has passed. TPC and HPC will coordinate the transfer of briefing responsibilities. During the inland event the HLT and HPC 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 Hydrometeorological Prediction Center (HPC) will assume the briefing duties provided the remnants of the tropical cyclone remain a threat to inland areas. TPC and HPC will coordinate prior to the transfer. During the inland event HPC 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: <http://meted.ucar.edu/hurricane/chp/index.htm>. Other training opportunities are strongly encouraged. They are: FEMA's "Introduction to Hurricane Preparedness" conducted at TPC for emergency managers and NWS personnel, and FEMA's annual HLT training session held at TPC.

2. Meteorological Duties. The HLT meteorologist will:

- a. Establish and maintain contact with the impacted WFOs, RFCs, and the HPC.
- b. Facilitate participation of the impacted NWS offices in conference calls, briefings, and in preparation and distribution of graphics.

- c. Provide meteorological interpretations on National Hurricane Center advisories (NHC), 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 HPC.
 - 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.