

NATIONAL WEATHER SERVICE INSTRUCTION 10-602

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Operations and Services

Tropical Cyclone Weather Services Program, NWSPD 10-6

TROPICAL CYCLONE COORDINATION AND EMERGENCY OPERATIONS

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SUMMARY OF REVISIONS: This directive supersedes NWS Instruction 10-602, *Tropical Cyclone Coordination and Emergency Operations*, dated March 31, 2020. Changes include:

- Replace all mentions of the Hurricane Coordination Hotline (HCH) with “coordination calls”.
- The procedures for acquiring an HCH device were removed from Section 1.
- Section 1 was changed to include more detailed procedures for the National Hurricane Center (NHC) when initiating coordination calls.
- Section 1 was updated to add clarity to the Eastern North Pacific basin coordination procedures.

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Tropical Cyclone Coordination and Emergency Operations

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1 Coordination

For the purposes of this directive, all references to tropical cyclones are inclusive of potential tropical cyclones, post-tropical cyclones, and subtropical cyclones.

Atlantic basin: The National Oceanic and Atmospheric Administration (NOAA) coordination calls via video teleconference and the electronic worksheet are the primary means of coordination for tropical cyclones by the National Hurricane Center (NHC). NHC leads collaboration on tropical wind and storm surge watch / warning decisions on the coordination calls with Weather Forecast Offices (WFOs) in the Tropical Cyclone Weather Services Program and other Centers. NHC conducts meteorological and operational watch / warning decisions during tropical cyclone situations on the coordination calls with coastal (Atlantic, Gulf of Mexico) WFOs, RFCs and other Centers (Storm Prediction Center [SPC], Weather Prediction Center [WPC], the Ocean Prediction Center [OPC], and the National Water Center [NWC]).

Coordination calls are initiated and conducted by the NHC at 0200, 0800, 1400, 2000 Coordinated Universal Time (UTC) for the 0300, 0900, 1500, and 2100 UTC advisories, respectively, on tropical cyclones with analysis or forecast points located within an area south of 20°N and west of 60°W, or anywhere west of 70°W (excluding the Caribbean Sea west of 75°W), and anywhere west of 65°W north of 38°N (See Figure 1). Coordination calls are also conducted before the first advisory of all tropical cyclones, before the issuance of special advisories, or upon request. NHC will inform WFOs, RFCs, ROCs, and Centers before the first coordination call for a system when the first advisory is expected to be issued, when a system moves into the geographic region outlined above where routine calls are conducted, and before the issuance of a special advisory. This notification will contain the information that users will need to join the coordination calls.

In addition, NHC and WPC conduct a medium-range tropical cyclone coordination call daily at 1700 UTC. The Climate Prediction Center (CPC) is also invited to regularly participate in the medium-range cyclone coordination call. Any coordination call participant can initiate calls at any time.

An electronic worksheet, providing draft forecast positions, intensity, and wind radii will normally be available to conference call participants for all tropical cyclones by one hour before the regularly scheduled advisory issuance time. A coordination call is required if the advisory information is not available on the electronic worksheet for any tropical cyclone by the deadline noted above and within the area described in Figure 1.

Since forecast positions, intensity, wind radii, forecast reasoning, watches and warnings, etc., are discussed approximately one hour before official products are issued, no outside users or the public are permitted to listen to the call or access the electronic worksheet. NWS staff members will not provide tropical cyclone related information discussed or coordinated via the coordination calls or electronic worksheet to any user or the public prior to the official release of this information by NHC. This provides for the issuance of information to all users at the same time on an equal basis. An exception is that state and local emergency management officials can be briefed prior to the release of the advisory products regarding watches and warnings so that these officials will be prepared to answer inquiries when the package is officially issued.

Eastern North Pacific basin: Coordination calls via video teleconference and the electronic worksheet are the primary means of coordination. A standard telephone conference line may still be used as a backup, if necessary. The electronic worksheet will normally be available one hour before the regularly scheduled issuance time for all tropical cyclones.

NHC will notify impacted WR WFOs, WPC, OPC, SPC, and NWC of the need for tropical cyclone coordination calls when any tropical cyclone forecast point falls within Western Region (WR) land or marine boundaries or OPC offshore waters boundaries. NHC will also notify the WR ROC (via phone) of the need for an initial coordination call. WR ROC will notify any other WR offices (e.g., RFCs and CWSUs), as needed.

The coordination calls will occur at 0200, 0800, 1400, 2000 Coordinated Universal Time (UTC) for the 0300, 0900, 1500, and 2100 UTC advisories, respectively, until the system no longer poses a threat to any Western Region WFO AOR.

1.1 Tropical Cyclone Forecasts and Advisories

1.1.1 Atlantic and United States Mainland West Coast

NHC will discuss forecast issues on the coordination call prior to the issuance of each advisory (for WR offices, conventional telephone will be used, per Section 1, Coordination (Eastern North Pacific basin)). At the advisory prior to expected extratropical transition, OPC will provide NHC its estimates for intensity and wind radii for the anticipated extratropical portion of the track for storms initially north of 25°N. WPC has the option of providing NHC with estimates of extratropical transition while a system is over the United States.

Coordination calls will be initiated and conducted by the NHC at 0200, 0800, 1400, 2000 Coordinated Universal Time (UTC) for the 0300, 0900, 1500, and 2100 UTC advisories, respectively, on tropical cyclones with analysis or forecast points located within an area south of 20°N and west of 60°W, anywhere west of 70°W (excluding the Caribbean Sea west of 75°W), and anywhere west of 65°W north of 38°N. Coordination calls are also conducted before the first advisory of all tropical cyclones, before the issuance of special advisories, or upon request. In addition, NHC and WPC conduct a medium-range tropical cyclone coordination call at 1700 UTC. The Climate Prediction Center (CPC) is also invited to regularly participate in the medium-range cyclone coordination call.

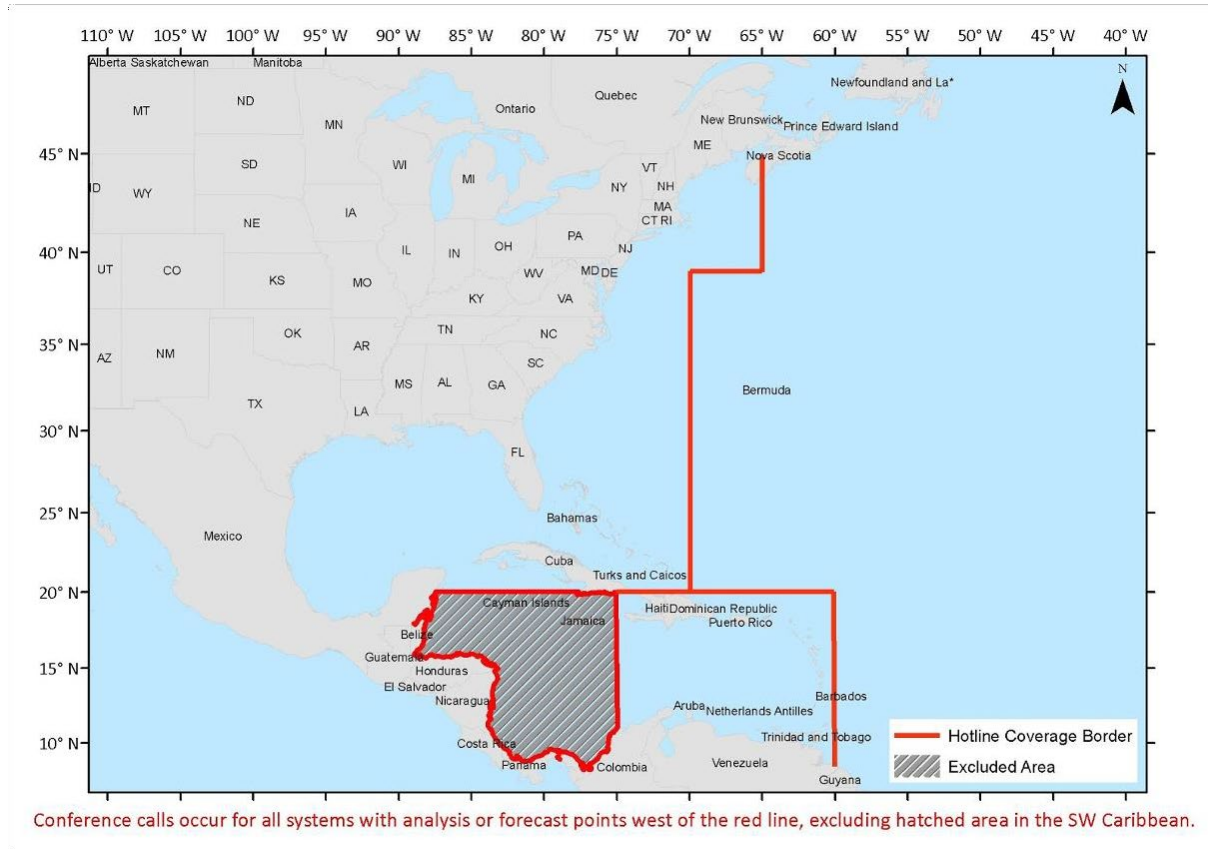


Figure 1. Areas of Call Coordination for the Atlantic basin.

WPC and NHC will conduct discussions each day at 1700 UTC (1300 Eastern Daylight Time and 1200 Eastern Standard Time) to coordinate tropical cyclone positions for days 6 and 7 and positions of disturbances that have a high potential of becoming a tropical cyclone during the 3 to 7-day time period. For systems over the open Atlantic or Pacific, the features will be coordinated internally at NHC. WPC will participate on the call and provide forecast insight as warranted or requested, especially for systems closer to the conterminous United States (north of 22°N and west of 65°W for the Atlantic basin; north of 25°N and east of 120°W for the East Pacific basin).

The Tropical Analysis and Forecast Branch (TAFB) will provide OPC with positions of tropical cyclones in the north central, northwest and south Pacific for the area covered by the unified surface analysis.

WPC and OPC will place on their prognostic surface charts NHC’s and CPHC’s tropical cyclone forecast positions out to 120 hours for WPC and 96 hours for OPC. Unnamed systems forecast to attain tropical storm or hurricane / typhoon strength during the forecast period will have their

prognostic positions labeled as a tropical cyclone. For all NWS offices that issue day 3 through 7 prognostic charts, those offices will use the appropriate tropical cyclone symbols on charts through the end of the tropical cyclone advisory forecast period on day 5 (120 hours).

NHC, WPC, NWC, and WFOs coordinate the issuance and discontinuance of watches and warnings, storm surge, and other storm parameters. NHC includes WPC's Senior Branch Forecaster and the NWC's Shift Lead in coordination calls whenever NHC plans to include quantitative precipitation forecast amounts and flood statements when appropriate, (with the issuance of a warning, usually 36 hour or less) for the conterminous United States (or Puerto Rico/Virgin Islands) in tropical cyclone advisories. NHC makes final coordination calls one hour before advisory time. NHC will involve all affected regional offices, WFOs, and marine offshore and high seas forecast offices (OPC, TAFB) in the coordination call with WPC and NWC. NHC will make every effort to coordinate with these offices prior to the conference call, resources permitting, if issuing or canceling watches or warnings.

1.1.2 Central Pacific Coordination

NHC and CPHC will coordinate whenever a tropical cyclone is forecast to cross basins within 24 hours. In addition, NHC will coordinate with CPHC prior to issuing a forecast / advisory when a system to the east of 140°W could influence / affect Hawaii within the 7 day (168 hour) forecast period. In the event of a disagreement, the Center issuing the next advisory will make the final decision.

1.2 Other Advisories

NHC and WPC will coordinate, no later than 90 minutes before NHC's final advisory is issued, on the downgrade of a potential tropical cyclone, a tropical cyclone, or a subtropical cyclone centered over land. WPC will also coordinate with NHC if there is a reasonable possibility NHC should consider issuing advisories again due to the need for tropical wind or storm surge watches / warnings. When WPC is issuing advisories, they will coordinate as appropriate with NWC, WFOs, RFCs, National and Regional Operation Center(s), and SPC.

1.3 Rainfall

NHC will discuss rainfall on their regular coordination calls prior to the advisory package issuance for active tropical cyclones and include rainfall information coordinated with field offices by WPC in their advisories. WPC will maintain this coordination with field offices on rainfall messaging when WPC is issuing advisories.

1.4 Inland Flooding

NHC will discuss inland flooding information on their regular coordination calls prior to advisory package issuance for active tropical cyclones and include information coordinated with NOAA field offices by NWC in their advisories. CPHC and WPC will also incorporate coordinated flooding messages from NWC in their advisories as appropriate.

1.5 Tornadoes

The SPC will be the single coordinated voice of the NWS regarding tornado threats for the conterminous United States and issue tornado watches as required for areas affected by tropical cyclones. SPC should coordinate with NHC and WFOs before issuing a tornado watch. To assist NHC, this coordination should be done on regularly scheduled NHC coordination calls. Hurricane Local Statements (HLS) and Hurricane Local Watch/Warning (TCV) products, where applicable, will convey the level of tornadic threat forecast by SPC based upon SPC products.

Tropical cyclone forecast centers will include appropriate information about tornadoes in their advisories.

1.6 Military Services

The NWS is the basic source of tropical cyclone forecasts for all Department of Defense (DoD) interests in the North Pacific east of 180° longitude and for the North Atlantic as provided by interdepartmental agreements in the National Hurricane Operations Plan (NHOP). If the DoD wishes to discuss special problems concerning warnings and forecasts for the Atlantic or eastern Pacific areas, they should contact the NHC Director or the NHC hurricane specialist on duty. In the Central Pacific, the CPHC Director will provide similar services to the military. WFO Guam and WSO Pago Pago generally base their tropical cyclone products on the tropical cyclone bulletins of the Joint Typhoon Warning Center (JTWC), the United States designated center for United States DoD interests in the western and southern Pacific. WFO Guam coordinates directly with Air Force Weather staff at Andersen Air Force Base and with the Joint Region Emergency Managers through the Guam Homeland Security/Office of Civil Defense.

1.7 Requesting Hurricane Multi-scaled Ocean-coupled Non-hydrostatic (HMON)/ Hurricane Weather Research and Forecasting System (HWRF) Model Guidance

NHC makes the decision to run the Hurricane Multi-scaled Ocean-coupled Non-hydrostatic (HMON)/ Hurricane Weather Research and Forecasting System (HWRF) hurricane model for any tropical / subtropical cyclone or tropical disturbance in the Atlantic or eastern Pacific Ocean. NHC provides its requests to the NCEP Central Operations Senior Duty Meteorologist (SDM), and the SDM executes the job run. CPHC makes requests for running the HMON/HWRF hurricane models in coordination with NHC. JTWC may also request running these models for

tropical cyclones, including those affecting Guam and American Samoa. NHC and CPHC have access to 7 slots for running the HWRF model for each forecast cycle. The first five requests for HWRF runs also automatically set up a run of the HMON model.

2 Transfer of Responsibility for Issuing Advisories

When a tropical cyclone approaches the line of division between Centers responsible for issuing advisories, the forecaster who is currently handling the storm will:

- a. Contact the Center into whose area the storm is moving, to plan for transferring responsibility after the issuance of the next advisory. When a tropical cyclone is approaching 180° longitude, CPHC will coordinate with both Regional Specialized Meteorological Center (RSMC) Tokyo (the World Meteorological Organization [WMO] designated tropical cyclone center) and JTWC for transferring responsibilities, and
- b. Add a statement to the final advisory as follows:
“THE NEXT ADVISORY ON (storm name) WILL BE ISSUED BY THE (appropriate Tropical Cyclone Forecast Center) AT (time in [UTC]).”

In these situations, the Tropical Cyclone Forecast Center issuing a final advisory will also provide the Advanced Weather Interactive Processing System (AWIPS) and WMO communications headings for the advisory product to be issued by the gaining Forecast Center.

When NHC and WPC coordinate for a transfer of responsibility to WPC, the following statement will be included in the final Tropical Cyclone Public Advisory (TCP) from NHC: “This is the last public advisory issued by the National Hurricane Center on this system. Future information on this system can be found in public advisories issued by the Weather Prediction Center under AWIPS header TCPATn and WMO header WTNT3n KWNH beginning at HHMM AM/PM LTZ.” (Where n is 1-5 and LTZ is the appropriate local time zone). NHC will coordinate with WPC to determine the time of issuance of the first WPC Public Advisory.

For CPHC when a tropical cyclone is moving east to west across the International Dateline, the following statement will be included in the final TCP from CPHC: “This is the last bulletin issued by the Central Pacific Hurricane Center. The next bulletin will be issued by the RSMC Tokyo. For U.S. interests, see the public advisories issued by U.S. NWS forecast office Guam and DoD warnings issued by the Joint Typhoon Warning Center.”

3 Emergency Operating Instructions

Centers and WFOs with primary and backup warning and forecast responsibilities for areas within 300 miles of the Gulf and Atlantic coasts and east or south of the Appalachian ridges, in Hawaii, Puerto Rico, Guam, Commonwealth of the Northern Mariana Islands, Federated States of Micronesia, Republic of Palau, Republic of the Marshall Islands, on the California coast from Point Piedras Blancas southward, and American Samoa in the South Pacific, will prepare and keep an up-to-date local Tropical Cyclone Emergency Operations Plan. The Plan should specify actions to be taken. This includes:

- a. What to do before each tropical cyclone season;
- b. What to do when a tropical cyclone constitutes a possible threat to its county warning area (CWA) or a Center's local geographic area;
- c. What to do when a tropical storm, hurricane or typhoon watch is issued for its CWA or a Center's local geographic area;
- d. What to do when a tropical storm, hurricane or typhoon warning is issued for its CWA or a Center's local geographic area; and
- e. What to do immediately after the tropical cyclone has passed.

3.1 Exercises

If NWS field offices and Centers require test / sample products from NHC or CPHC to support local exercises with emergency management officials or backup exercises, these offices should coordinate their request through their respective Regional tropical cyclone program manager or tropical team leader by the December preceding the tropical season. NHC will only provide such support before the official start of the tropical cyclone season. Any test products provided by NHC or CPHC will be carefully noted with the word "EXERCISE" included at the top of each test text product and with "EXERCISE" indicated on test graphics.

3.2 Emergency Action When Warning Not Received or Considered Inadequate

National tropical cyclone forecast centers or their backups initiate and issue tropical cyclone warnings. When tropical cyclone forecast center (or their back-up) warnings are not received by WFOs, or are inadequate to cover current or imminent conditions, coastal WFOs and their backup WFOs, should issue Hurricane Local Statements (HLSs), WFO Tropical Cyclone Watch / Warning (TCV) products, or other appropriate WFO-level warnings, as needed. Whenever possible, the WFO should contact the appropriate tropical cyclone forecast center (or its backup, if necessary) and advise the center tropical cyclone warnings were not received or do not adequately represent current conditions. However, if communications failure prevents contact with the appropriate tropical cyclone forecast center, or if at the discretion of the forecast office,

a delay would jeopardize life or property, the WFO should immediately issue WFO-level products to communicate the hazards. WFOs should notify the appropriate tropical cyclone forecast center (or its backup, if necessary) of the actions that were taken as soon as possible. Under such circumstances, WFO Guam will issue Tropical Cyclone Public Advisory (TCPs) and HLSs, when warranted, if coordination cannot be made in a timely manner with the JTWC.