

UNITED STATES DEPARTMENT OF COMMERCE
WEATHER BUREAU
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(File No. 080)

March 28, 1950

MEMORANDUM

TO: Section Centers, Hydroclimatic Inspectors, Field Aides,
WRPC's, and River Centers.
(With Copies to Regional Offices for Information.)

FROM: Chief, C&HS Division

SUBJECT: Climatological Service Memorandum No. 11.

1. POLICY ON PRELIMINARY MONTHLY PRECIPITATION SUMMARIES: We have in the past been reluctant to authorize Section Centers to prepare and publish a preliminary monthly summary. Our principal reasons are:

1. If publication of such a summary delays preparation of Climatological Data it invites requests for additional preliminary summaries thereby creating a vicious circle.
2. Preparation of this summary requires additional work at the Section Center.

Demand for such a summary has been considerable and persistent in some sections and a few centers have been authorized to issue it. The summary consists of monthly precipitation totals, and in some cases, departures from normal for selected stations in the section. Data are presented in tabular form or by means of an isohyetal map. The preliminary summary is mimeographed or typed and issued from the Section Center.

The purpose of this item is to invite Section Center comment on the demand for such a summary and if there is a demand, the possibility of preparing it with a minimum of effort. Unless there is a considerable need for a preliminary summary we do not wish to encourage its issue. On the other hand, if the need exists and can not be satisfied by the published Climatological Data, we are willing to consider authorizing the issue of an advance summary.

2. PUBLICATIONS: Section Directors are reminded that before arrangements are made to compile and issue any non-routine climatological bulletins or publications the approval of the Central Office should be obtained.

The Central Office will request the Department of Commerce to establish the price of such publications, whenever appropriate.

3. PREPARATION OF DATA FOR MONTHLY WEATHER REVIEW: Data tables which in the past have appeared in the Monthly Weather Review will, effective with the January 1950 issue, be published in a bulletin to be known as Climatological Data, National Summary. The Monthly Weather Review will not carry tabular climatological data after the December 1949 issue.

This bulletin will be printed by the offset process. Some changes will be made in the Severe Storm report and a revised Form 4035A will be forwarded to all Section Centers within the next two weeks. Instructions are being printed at the bottom of the form. Your attention is called to the addition of column headings for the reporting of persons injured, length of path, and damage to crops. The word "Local" has been omitted from the title. It is desired that each Section Director report all storms in his section that cause the loss of life, damage of \$500 or more, or are unusual regardless of whether they are local or general.

4. TEXT FOR GENERAL SUMMARY IN MONTHLY AND ANNUAL CLIMATOLOGICAL DATA (REFERENCE: CSM NO. 10, ITEM 9): A number of Section Centers have not yet forwarded to the Central Office the general summary text for the January 1950 Climatological Data. This text is needed in preparing an article on Weather of the Month for publication in the Climatological Data, National Summary and it should be forwarded promptly as outlined in the referenced CSM item.

5. PUBLISHING ERRORS AND DELAYED DATA (REFERENCE: CSM NO. 8, ITEM 6): Replies to the referenced item have been tabulated. Of 28 replies received from Section Directors, 22 favored continuing the present method of publishing corrections in June and December as at present. All replies favored publishing only the corrections and resultant changes. The Central Office agrees with the majority on these two points, and therefore the publication of delayed data and corrections will be continued as at present.

The majority of replies to our third question regarding the best month to publish storage precipitation gage records favored the month of June. However, in order to make storage-gage data available as soon as possible, and yet not exclude data received too late for the June issue, the following policy has been adopted:

1. Publish all available storage-gage data in the June bulletin as at present.
2. When all storage-gage reports for a section have not been received in time for the June bulletin, a note similar to the following should be entered at the end of the storage precipitation gage table:

All storage precipitation gage reports for this section were not received in time for publication in this issue. Additional storage-gage reports, if

received, will be published in the July or August issue.

3. Publish late storage-gage reports in July or August bulletins. If any reports are received too late for the August issue they should be held over and carried as delayed data in the following December issue.
6. LOCAL CLIMATOLOGICAL SUMMARIES: We plan to bind, in one volume, all 1949 Local Climatological Summaries. Each Section Center will be furnished a copy of this volume, which should be ready for issue in June of this year.
7. SHADING ON MIMEOGRAPHED MAPS: An attractive job of shading on a mimeograph map can be done by the use of inexpensive screen plates and stylographic pens (for sale at about \$2.50) distributed by the A. B. Dick Company. Since these items are not under contract they may be purchased locally by stations desiring them, if Regional Office approval is obtained.
8. WEEKLY WEATHER AND CROP BULLETIN: All Section Directors are reminded to furnish one copy of each Weekly Weather and Crop Bulletin marked for the Central Office Library. All issues during the season should be numbered consecutively, beginning each year with No. 1.
9. WB FORMS 1053A, B, C, AND F: WB Form 1053A has been reprinted. This card form is for use by stations in the agricultural network from which weekly reports are desired in the Section Center. A sample of the revised form is included with this CSM. These forms should be obtained from the Regional Supply Depot, except for Region 1 stations which should still requisition them from the Central Office.

The Weather and Crop Observers Report, WB Form 1053B (for northern states), WB Form 1053C (for southern states), and WB Form 1053F (for citrus regions) will ordinarily be used only in those sections where the Weather Bureau and BAE are not yet cooperating in the collection of material and publication of a joint Weekly Weather and Crop Bulletin. We would like to have all Section Directors who will use either Forms 1053B, C, or F review these cards critically and report to us, by April 15, suggestions for improvements in the cards to make them more useful.
10. WINDOW ENVELOPES (REFERENCE: CSM NO. 8, ITEM 7 AND CSM NO. 7, ITEM 1): Considerable delay occurred in obtaining the window envelopes mentioned in the referenced CSM's. However, a supply has now been sent to all Section Centers.

Due to the delay we suggest that Centers delay reporting on the use of the letters (see Item 1 of CSM No. 7) until April 15. A few Centers have already reported, and these offices need not make an additional report on April 15, unless they wish to do so.

11. CLIMATOLOGICAL DATA BASE MAPS (REFERENCE: CSM NO. 8, ITEM 1): When Section Centers are furnished a state map base for plotting current station locations Weather Bureau and CAA symbols should be based on the actual rain gage or gages in use, i.e., recording and non-recording. The fact that data are published in Tables 3 and 4 of Climatological Data does not necessarily mean that a station has both types of gages in use in every case. Stations with only 6-hourly amounts published in Table 4 have only a non-recording gage.

The following table shows the current status of the map project:

<u>Completed</u>	<u>Nearly Completed</u>	<u>Started</u>
Alabama	California	Alaska
Florida	Idaho	Illinois
Georgia	Indiana	Michigan
Kentucky	Kansas	Minnesota
Louisiana	Maryland-Delaware	Nevada
Mississippi	Montana	North Carolina
Nebraska	New York	North Dakota
New England	Virginia	Oregon
Ohio		Pennsylvania
South Carolina		Tennessee
South Dakota		Texas
		Washington
		Wisconsin

12. FILING OF FORMS 1009 MACHINE SUMMARIES (REFERENCE: CSM NO. 6, ITEM 10): The replies to this item indicated that most Section Centers file their original substation forms chronologically by station for the period of record. We believe, therefore, that the machine copies of Form 1009 from the WRPC should be filed in the alphabetical order by months as received. This alternate order for one series of the above forms will be an aid when data for a particular storm or weather condition are to be investigated.

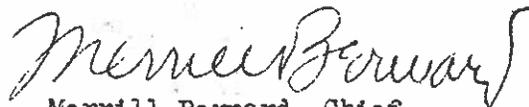
As an aid in filing the machine Forms 5201 (1009) the wallet-type folder without tie, open top with lower half gusseted for one or 1-3/4 inch expansion is suggested. This folder holds the forms upright without sagging in the file drawers. The forms can be inserted into the folder loose or fastened.

This type folder has served very nicely in our Records Unit. If desired, a purchase requisition for items 53-F-4570 and 53-F-4585 listed in the Federal Supply Stock Catalogue, should be submitted to the Regional Office.

13. STANDARD BASE MAPS FOR DETERMINING SUBSTATION LOCATIONS: Plans have been completed for the use of standard base maps to be used in determining substation locations. After a review of all available maps it has been decided that the General Highway Series, County Maps as prepared by the State Highway Departments in cooperation with the U. S. Bureau of Public Roads, will be used.

These maps are originally prepared to the scale 1" equals 1 mile although some states also have them to the scale of 1" equals 2 miles. In some states the Series are bound and in others they are individual maps.

Arrangements are being made in the Central Office to assist in obtaining these maps where they are not already available. Please advise the Central Office if these maps are available in your office and, if so, how many sets and to what scale.



Merrill Bernard, Chief,
Climatological and
Hydrologic Services

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IMMEDIATE

United States Weather Report

By authority of the Post Office Department, June 18, 1881, this report will be treated in all respects as letter mail

PERMIT No. 1024

U. S. Department of Commerce
WEATHER BUREAU
Official Business

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