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WEATHER BUREAU
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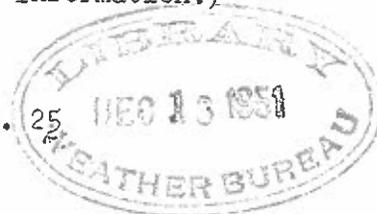
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MEMORANDUM

TO: Section Centers, Hydroclimatic Inspectors, Field Aides,
WPC's, River District Offices, and Area Engineers.
(With copies to Regional Offices for Information.)

FROM: Climatological Services Division

SUBJECT: Climatological Service Memorandum No. 25



INSTRUCTIONS

1. "THE COOPERATIVE WEATHER OBSERVER" ISSUED: Supplies of the above volume have been sent to all Section Centers for further distribution. The Secretary of Commerce showed great interest in this publication and we have been asked to assemble for his inspection a file of newspaper clippings on the book. All offices are therefore requested to send in such clippings. Copies of letters of interest on this subject from observers or others should also be sent to the Central Office.

We wish to thank all Section Centers for the interest displayed and assistance given in compiling the volume. Photographs submitted by Section Centers will soon be returned to them. Plans for revisions and future issuance are, of course, uncertain, but it is possible that it will be revised at 5 or 10 year intervals. Section Directors should bear this in mind, and, if practicable, keep a file of notes, etc. to assist them in bringing the stories up to date at the appropriate time.

After distribution of the volume has been completed we would like a report on the number of copies furnished the press, and the number of copies remaining on hand for file.

2. COOPERATIVE OBSERVERS HONOURED BY SECRETARY SAWYER: Mr. George I. Richards, cooperative observer at Maple Plain, Minnesota, received from Secretary of Commerce Charles Sawyer, and Chief of Bureau F. L. Reichelderfer, a scroll commemorating his 60 years of service as a cooperative observer. The scroll and a specially bound volume of "The Cooperative Weather Observer" were presented to Mr. Richards in a ceremony in the Secretary's Office on December 6, 1951.

Three other 60-year men, who were unable to come to Washington for the presentation, will also receive scrolls and copies of the bulletin with their names in gold letters on the cover. They are Henry H. Crisler of Port Gibson, Mississippi, who has served since May 1891; William C. Harris of Dover, New Jersey, who served from March 1885 to May 1945, and Barry C. Hawkins of Rock House, North Carolina, observer since November 1891.

The above information will be of interest to cooperative observers and should be passed along to them.

3. CHANGES IN FLOOD STAGE: Effective October 19, 1951, the flood stage at Lock 2 (upper lock gage), Braddock, Pennsylvania, on the Monogahela River (Pittsburgh River District) was changed from 22 to 26 feet.

Effective August 15, 1951, the flood stage at Canton, Oklahoma, on the North Canadian River was changed from 9 to 14 feet and effective September 16, 1951, the flood stage at Woodward, Oklahoma, on the North Canadian River (Oklahoma City River District) was changed from 5 to 10 feet.

All of the above changes were occasioned by changes in gage zero datums.

4. FILE OF CLIMATOLOGICAL PUBLICATIONS: Each Section Center should maintain for each first-order station in the section a complete file of the Local Climatological Summary, the Station Meteorological Summary and Special Meteorological Summaries, if issued.
5. W.B. FORM 4031 - SPECIAL STORM AND FLOOD REPORT BY AMERICAN RED CROSS: This form has been revised, after discussion with officials from the Red Cross National Headquarters. The principal changes in the form and in the existing procedure for submitting reports are (1) elimination of the columns calling for dollar estimates of crops and of property (the Red Cross is not in a position to furnish these estimates); (2) rendition of a preliminary report whenever the final report is not ready by the 15th of the following month; (3) carrying of instructions for preparation and routing on the back of the form.

The forms will soon be printed and turned over to Red Cross National Headquarters here in Washington for distribution to the various Red Cross Area Offices. Area Offices will prepare three copies of the completed forms for each weather or flood disaster for each section and mail them to our Regional Offices. The Regional Offices should distribute one copy to the appropriate District Forecast Center and/or River District Office and one copy to the appropriate Section Center.

Since Red Cross Areas and Weather Bureau regions do not coincide, Regional Offices will receive some 4031's for sections outside their regions. We do not anticipate any difficulty on this score, since it will only be necessary for the Regional Offices to forward the reports as outlined in the preceding paragraph.

We believe this arrangement will result in wider use of Form 4031 and in improvement of our storm data collecting service.

GENERAL

6. CLIMATOLOGICAL DATA INVENTORY: Each Section Center has been furnished copies of "Climatological Data Inventory for the Arkansas-White-Ped River Basins", recently published by the Central Office. This publication represents a major contribution by the Weather Bureau to be included in a comprehensive report on these basins now being prepared by the Arkansas-White-Ped Inter-Agency Committee. A similar climatological data inventory is being prepared for the New England-New York area for the New England-New York Inter-Agency Committee.

The great amount of work required on these inventories has pointed up the need for a more complete Substation History File. Reference is made to Central Office Multiple Address Letter, File O-4.1, dated February 2, 1951, Subject: Substation History Forms.

7. ANNUAL ACTIVITIES REPORT: A few Section Directors write us along toward the end of the calendar year outlining in a general way what has been accomplished during the past year in their climatological program and what they have in mind for the next year, along with any comments or suggestions that they wish to forward.

While we do not wish to require such a report from all Section Directors, we do welcome them, and find them generally to be very much worth-while.

8. FORM LETTERS IN ANSWER TO REQUESTS FOR HOURLY PRECIPITATION DATA: A supply of form letters for use in answering requests for hourly precipitation data has been sent to each Section Center.

for R. McDonald
for W. F. McDonald
Chief, Climatological
Services Division

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