

NATIONAL WEATHER SERVICE INSTRUCTION 10-1805

OCTOBER 8, 2024

Operations and Services

Service Outreach, NWSPD 10-18

***NATIONAL PUBLIC INFORMATION STATEMENTS
AND SERVICE CHANGE NOTICES***

NOTICE: This publication is available at: <http://www.weather.gov/directives>

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Type of Issuance: Routine

SUMMARY OF REVISIONS: This instruction supersedes NWSI 10-1805, *National and Regional Public Information Statements and Service Change Notices*, dated April 22, 2020.

The following significant changes were made with this issuance:

- Changed the Instruction Title from “National and Regional Public Information Statements and Service Change Notices” to “National Public Information Statements and Service Change Notices” to clarify that NWS Regions do not issue these notices.
- Changed the link to the NWS Directives webpage in the NOTICE section above.
- Added a new Table 1 for PNS Lead Time Categories. This Table now includes and details PNSs required for a new or substantially modified NWS information service, the proposed termination of an NWS information service and test messages.
- Changed previous Table 1 to new Table 2. Added a new category for operational changes effected via NWSI 1-10, NWSI 1-1002 or NWSI 10-102.
- Updated Appendix B, “Required Formats and Styles for National PNSs/SCNs” by adding a link to a new Google document with a more comprehensive checklist. Deleted the previous “Optional Quality Control Checklist,” formerly Appendix D.
- Updated Appendix C with new examples of PNSs/SCNs

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September 24, 2024

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Date

National Public Information Statements and Service Change Notices

Table of Contents	Page
1 Purpose.....	1
1.1 Mission Connection.....	1
1.2. Connections with other NWS Policy	2
2 Types of Notices.....	3
2.1 National Public Information Statements (PNSs).....	3
2.2 National Service Change Notices (SCNs).....	3
3. Authority for Issuing a National PNS/SCN	4
3.1 Actions Before Drafting SCNs.....	4
4 Lead Times/Issuance Guidelines for National PNSs	5
5 Lead Times/Issuance Guidelines for National SCNs.....	5
5.1 Waiver of Lead Times for National SCNs	6
6 Writing a National PNS/SCN	9
7 Branch/Division Chief or Focal Point Responsibilities	10
8 AFSSO National Notification Coordinator Responsibilities.....	10
Appendix A WSH Branches and Divisions Product Changes Areas of Responsibility.....	A-1
Appendix B Required Formats for National PNSs/SCNs	B-1
Appendix C Templates and Examples of SCNs and PNSs.....	C-1
Appendix D Sample Waiver Letter and Form.....	D-1
Table 1 Public Information Statement Lead Time Categories	7
Table 2 Service Change Notice Lead Time Categories	7

1 Purpose

This instruction provides standardized procedures to notify National Oceanic and Atmospheric Administration’s (NOAA) National Weather Service (NWS) employees, partners, stakeholders and other users of important general information; to announce proposals for new, enhanced, changed, or terminated products and services via Public Information Statements (PNSs); and to announce implementations of new, changed or enhanced products and services or discontinued experimental products and services via Service Change Notices (SCNs).

This instruction applies to all environmental information services (including web-based or file transfer protocol [FTP] products), if they constitute a substantial service change. Definitions of “environmental information services” and “substantial service changes” are provided in [NWS Policy Directive \(PD\) 1-10](#), *Managing the Provision of Environmental Information*.

1.1 Mission Connection

These official notices are a vital link between the NWS, our partners and other users. The notices also reflect the NWS’ commitment to service because they provide a mechanism for users to suggest improvements to new services or to provide feedback on proposed product/service changes. Timely notification of new, revised or terminated products and services

supports one of the NWS' guiding principles from NOAA's Policy on Partnerships in the Provision of Environmental Information: NWS will provide "adequate notice and opportunity for input into decisions regarding the development, substantial modification, and termination of significant product, services and dissemination systems." ([NWSPD 1-10](#)) These advance notices, issued prior to an actual change, are quantified in terms of Lead Times.

1.2. Connections with other NWS Policy

Before sending a PNS/SCN, ensure you are aware of the provisions of the following NWS Directives/Instructions explaining additional procedures for implementing new products or changing or terminating existing products:

- [NWSPD 1-10](#): *Managing the Provision of Environmental Information*
- [NWS Instruction \(NWSI\) 10-102](#): *New or Enhanced Products and Services*
- [NWSI 1-1002](#): *Termination of NWS Information Services*

This instruction complements actions of the following NWS offices/groups that also review or notify users of product changes as follows, in conjunction with the processes defined in the directives listed above:

- Data Review Group (DRG) reviews, assesses, and adjudicates data product changes on NWS communication networks under configuration management control.
- National Centers for Environmental Prediction (NCEP) Central Operations (NCO):
 - For model upgrades, the developmental modeling agency or office (e.g., Global Systems Laboratory (GSL), Environmental Modeling Center (EMC), National Ocean Service (NOS)) works with NCO to draft the notice. The NCEP Office of the Director reviews the notice for approval.
 - For matters related to changes within the Integrated Dissemination Program (IDP), e.g., web changes, NCO works with the application developers and the Office of Dissemination (DISS) to draft the notice.
- A developmental modeling agency or office issues PNSs for user feedback, well in advance of proposed changes to centrally produced guidance or suites, based on a different atmospheric model.
- The Office of Science and Technology Integration (OSTI) analyzes requirements for service improvements from NWS field offices and National Centers through close coordination with the Analyze, Forecast and Support Office (AFSO); and develops potential scientific and technological solutions through coordination with partners within NOAA and with the external research community; and sponsors applied research and development of programs/projects to address these requirements.
- The Office of Central Processing (OCP) reviews, assesses and adjudicates product changes for Advanced Weather Interactive Processing System (AWIPS); and reviews, assesses and adjudicates data product changes on the NOAAPort SBN, in cooperation with the Data Review Group (DRG), NCO and AFSO.
- The Office of Chief Operating Officer (OCOO) policy staff oversees requirements for public notification of proposed changes to NWS information services in [NWSPD 1-10](#) and product/service terminations and [NWSI 1-1002](#).

- AFSSO oversees requirements for public notification of proposed changes to NWS information services in NWSI 10-102.
- AFSSO transmits all national PNSs and SCNs.

Note: Weather Forecast Offices (WFOs) and Weather Service Offices (WSOs) send local PNSs per [NWSI 10-501](#), *WFO Statements, Summaries, Tables Products Specifications*.

2 Types of Notices

2.1 National Public Information Statements (PNSs)

National PNSs announce and explain proposals to make substantial changes (i.e., begin, modify, or terminate) NWS products and services and to request user comments on proposed changes. A national PNS will be issued before distributing any experimental product/service or proposing a new or enhanced product/service for the purpose of soliciting feedback. Comment periods should be at least 30 days to a maximum of one year. The proposed changes include the implementation of new, changed, enhanced or experimental products and services or the termination of products and services. PNSs are also issued in advance of planned communications systems tests. Lead times for PNSs are detailed in Table 1.

2.2 National Service Change Notices (SCNs)

National SCNs announce and explain the operational implementations of new, substantially changed or enhanced national products and services or the termination of national products and services. These SCNs should only be issued after appropriate comment/review periods and a decision-making process following the procedures in [NWSPD 1-10](#), [NWSI 1-1002](#) and [NWSI 10-102](#). Examples of substantial changes include introduction of the Tropical Cyclone Storm Surge graphic (example of a web-based product) or removal of a National Center Model Analysis and Forecast webpage. For guidance on what is considered a substantial change, see [NWSPD 1-10](#). SCNs are issued in advance of the following:

- Operationally adding/substantially modifying ([NWSPD 1-10](#), [NWSI 10-102](#)) or terminating ([NWSI 1-1002](#)) an environmental information service
- Changing service area of responsibility or key attributes of this area, such as tsunami breakpoints
- Changing or moving operations locations (e.g., moving a radar or an upper air observing site)
- Changing frequency of issuance and schedules of national products
- Making changes to zone or county Universal Geographic Codes (UGCs) such as renumbering, renaming, reconfiguring NWS zones and creating or deleting a county, parish or independent city zone; renaming of a county and associated changes in Federal Information Processing Series (FIPS) codes
- Revising or implementing other official data code formats or codes, such as the Valid Time Event Code (VTEC)
- Changing NCEP models or their output distributed via official NWS dissemination systems
- Changing Meteorological Development Laboratory (MDL) statistical guidance products distributed via official NWS dissemination systems

- Changing hourly, or more frequently transmitted, weather observation data and products
- Changing system configuration, such as for the NOAA Weather Wire Service (NWWS) or Satellite Broadcast Network (SBN)
- Substantial changes to web products
- Discontinuing prototype or experimental products

Lead times for SCNs are detailed in [Table 2](#).

3. Authority for Issuing a National PNS/SCN

[Appendix A](#) lists the WSH branches and divisions with authority to coordinate a national notice and provides a webpage listing notification [focal points](#). Activities related to a PNS/SCN may be delegated to a focal point or to a RH, NCEP, or National Water Center (NWC) designee. All focal points should designate a backup.

3.1 Actions Before Drafting SCNs

WSH branch or division chiefs are responsible for ensuring the following actions are completed properly. Individual actions may be accomplished by his/her designee:

- Clear proposed changes to scientific and technical support procedures and output, including numerical modeling and statistical output through OSTI's science review and approval process.
- Coordinate associated AWIPS or other software changes with the OCP. Inform OCP of any new products or product format changes that impact AWIPS formatters or other software and set a date for AWIPS changes before determining the effective date of the SCN. Coordination with OCP is done through the AWIPS liaison(s) in WSH offices.
- Coordinate with DIS for changes to any DIS-owned applications, e.g., Application Programming Interfaces (APIs), alerts.weather.gov, Common Alerting Protocol (CAP) Handler system.
- If necessary, complete the Data Product Request for Change (RC) process with the DRG. Submit DRG RCs to add, delete, or revise World Meteorological Organization (WMO) headers and AWIPS identifiers, and for changes to distribution of products on the Satellite Broadcast Network (SBN)/NOAAPort, AWIPS, NWWS, Emergency Managers Weather Information Network (EMWIN), the NWS Telecommunications Gateway and other NWS systems under configuration management. The approved DRG RC and Change Notices allow NWS data managers to add and delete WMO headers and AWIPS identifiers associated with service changes.
- After DRG approval, NWS issues AWIPS, SBN/NOAAPort, NWWS, and EMWIN Change Notices regarding product header and identifier additions, deletions or changes. These notices are for data managers and do not detail the service aspects of the change. DRG Change Notices are not a substitute for SCNs.
- Send a PNS announcing a public comment and review period for proposed substantial change to NWS environmental information services. This review period also covers changes to products produced on AWIPS or changes to NWS dissemination systems. See [NWSPD 1-10, NWSI 1-1002 and NWSI 10-102](#).

- If appropriate, coordinate a press release or conference with the NWS Office of Public Affairs before sending the [AFSO National Notification Coordinator](#) an SCN (see Section 6). As appropriate, account for NWS field office or National Center workload, training requirements, and consult with the Office of General Counsel, Weather, Satellites and Research Section (GCWSR) and the NWS Employees Organization (NWSEO).

4 Lead Times/Issuance Guidelines for National PNSs

The WSH branch or division chief coordinating the notice is responsible for ensuring adequate lead time, if required, per Table 1, Public Information Statement Lead Time Categories. Table 1 provides the *minimum* lead times as agreed to with NWS partners. You are encouraged to provide more than the minimum lead time.

5 Lead Times/Issuance Guidelines for National SCNs

The WSH branch or division chief coordinating the notice is responsible for ensuring adequate lead time between issuing the national SCN and the effective date of the change per Table 2: Service Change Notice Lead Time Categories. Meeting lead time requirements helps ensure users of NWS products and services have enough time to modify, test, and field changes to software and systems for their users before the change takes effect. Table 2 provides the *minimum* lead times as agreed to with NWS partners. You are encouraged to provide more than the minimum lead time.

The SCN's originating portfolio and the division/branch will ensure the SCN is coordinated with, reviewed and approved by affected portfolios and their entities before the SCN dissemination request is submitted to AFSO.

In addition to the SCN, users should be provided with all materials required to implement the change within the lead time in Table 2. Examples include:

- Explicit list of affected product headers and changes to data tags and attribute field names.
- Sample product format showing the changes or complete examples of new products. Product examples should be identical to those to be implemented on the effective date.
- Map shape files for geographic changes, provided [online](#).
- Other documentation such as a description of how to interpret data, including how to visualize the data or products when relevant.

With the exception of the sample product, this information may be included in the notice or posted to a web page with a link in the notice.

Because of the service change, it may be necessary to update the official NWS Policy Directive(s) or Procedural Directive(s). The Directive(s) change should be effective on a date as close as possible to the service change implementation date.

The implementation date will not be a weekend, holiday, or the day immediately before or after a weekend or holiday. This restriction increases the likelihood that the relevant NWS service

program manager(s) and affected users will be available to resolve problems that may arise on the implementation date.

When implementation of a change is driven by critical operational requirements such as actions that would immediately affect life or property, issuers are encouraged to provide as much advance notice as possible; however, no specific amount of time is required. Critical operational requirements take precedence over the provisions of this Instruction. This precedence particularly applies to guidance products.

The effective date should be established by using the wording, “on or about (date).” This wording eliminates the need to send updates for critical weather days and other minor delays. When a change included in a notice does not occur on or after seven (7) calendar days of the stated effective date, send an updated notice with a new effective date. If a new date has not yet been determined, send a notice to update users of that fact ([Appendix C](#) provides sample).

If format, sample product, shape file, or documentation changes *after* NWS has issued the SCN, send an Updated SCN.

5.1 Waiver of Lead Times for National SCNs

If the NWS office generating the SCN cannot meet the minimum lead time required in [Table 1](#) and the change is not a critical operational requirement, the responsible WSH branch, division chief, or focal point must request a waiver ([Appendix D](#) provides a sample waiver request). The waiver request must be approved by the AFSSO Director. A waiver request includes the following:

1. The number of days of lead time required by Table 1.
2. The number of days of lead time to be given (calculate based on notice assumption that AFSSO Director’s approval takes two (2) business days).
3. The reason why a waiver is justified. State how the waiver benefits partners and users. A waiver should not be requested because an NWS office was short staffed, unaware of the deadline, etc. For internal issues such as those, the effective date should be moved back rather than requesting a waiver.
4. The proposed waiver language that appears in the SCN.

Example of waiver language to be inserted into the SCN: *The effective date of this change is sooner than specified by NWS Instruction 10-1805. The reduction of the normal lead time was approved because this change was recently requested by local users and minimal changes to software are necessary.*

Tables 1 and 2: Required Minimum Lead Times for National PNSs and SCNs

NWS provides as much advance notice as possible for changes driven by critical operational requirements; however, critical requirements take precedence over this instruction. This operational requirements precedence is particularly applicable to guidance products.

See [NWSI 10-102](#) for information about new and enhanced products and services. A Public Information Statement (see Table 1) will be issued to announce a comment/review period for any proposal for a new, substantial modification, or termination of an NWS information service, in

accordance with NWSPD 1-10, NWSI 1-1002 and NWSI 10-102. A Service Change Notice (see Table 2) will be issued to announce the operational implementation of a new NWS information service, a substantial modification to an NWS information service, or termination of an operational information service, in accordance with NWSPD 1-10, NWSI 1-1002 and NWSI 10-102.

For changes not listed in Tables 1 and 2, NWS service program team leads should consult with a broad cross section of affected user groups to determine the impacts and set a lead time that accommodates these impacts. After determining the lead time, the WSH branch or division chief responsible should notify the [AFSO National Notification Coordinator](#) so changes can be made to Tables 1 and 2 in future policy updates.

Table 1: Public Information Statement Lead Time Categories
Category 1: Announcement of a comment/review period for any proposal for a new or substantially modified NWS information service (e.g., experimental) or the proposed termination of an NWS information service, in accordance with NWSPD 1-10, NWSI 1-1002 and NWSI 10-102. Zero Lead Time is required.
Category 2: Announcement with general information with little to no impact on the systems of partners and users. Examples include software corrections implemented in the National Blend of Models and commencement of operational test and evaluation for the replacement temperature and dew point sensors for the Automated Surface Observing System. Zero Lead Time is required.
Category 3: Announcement with general information which may impact the systems of external partners and users. An example is a routine, monthly communications Tsunami Warning Test. Minimum 7 days Lead Time is required.
Category 4: Announcement to heighten awareness of an upcoming, one-time event which will impact the systems of external partners and users. An example is Live NOAA Weather Radio (NWR) and Emergency Alert System Event (EAS) Code Tests. Minimum 14 days Lead Time is required.

Table 2: Service Change Notice Lead Time Categories
Category 1: Operational Change requiring no action by users; no minimum lead time required, however, provide as much advance notice as possible. Non-substantial product/service changes, or URL that does not require any action from users but for which NWS want to provide special emphasis. Any change implemented via NWSPD 1-10, NWSI 1-1002 or NWSI 10-102 is not considered part of Category 1.
Category 2: Operational Change, Minor impact to users. Minimum 30 days of Lead Time (or start of applicable weather season), <ul style="list-style-type: none"> ● Change product issuance time, frequency of issuance, or schedule. ● Introduce or change product agreed to at a user’s conference. Change to take effect beginning of specific weather season, such as for the tropical, fire and winter weather programs. ● Minor change to weather forecast (e.g., fire, public, marine, etc.) zone or county boundary that does not affect text products and only requires users to download required shape file, (e.g., change involving modifications to a limited number of grid points) and does not require changes to code to read the accompanying attribute table (e.g., field names or orders change).

- Implement new algorithm, data assimilation method, or other internal processing change in an existing NCEP model or MDL centrally produced guidance involving output format or content, issuance time, frequency of issuance, or issuance schedule.
- Change Terminal Aerodrome Forecast (TAF) service from part time to full time with no changes to communications systems or TAF collective.

Category 3: Operational change to NWS environmental information going through NWSI 1-10, NWSI 1-1002 or NWSI 10-102. Minimum of 30 days lead time.

- Discontinue experimental product. Refer to NWSI 10-102.
- Convert experimental product or proposed new/enhanced product to operational status. Refer to NWSI 10-102.
- Terminate, discontinue or delete an operational product from one or more offices. The replacement product will be identified where applicable. NWSI 1-1002 should be followed, as appropriate.
- Change web-based products that do NOT affect parsing or automated downloading of observations, forecasts or metadata (e.g., significant change to web pages, including, but not limited to, adding a new page, moving or removing a web page. If a significant change, it should follow the requirements of NWSI 10-102.

Category 4: Operational change, Moderate impacts to users, Minimum 75 days lead time.

Significant change to product format or content for a text product having a highly defined structure and information format, often involving section or paragraph headers in a fixed order, for which users parse for exact text strings. Significant addition, change or termination of:

- Terminal Aerodrome Forecast (TAF)
- Adding or deleting one or more communication identifiers such as WMO headers
- WMO or NWS standards, such as changing the 4-letter issuing office identifier in the WMO header
- Product type, existing class of communication identifier at all or most offices, e.g., FLUS4i, radar, CCCC, where CCCC is the 4-letter issuing office identifier or adding a NCEP / MDL product with new WMO header
- Communication identifier which includes a new four-letter issuing office (e.g., WFO) identifier not previously documented
- Product format or content that affects the automated parsing of one or more products
- Fire, Marine, Public Weather Zone Changes and Partial County Changes for NWR and EAS (e.g., UGC-Z changes such as change in zone [Z] number, change in zone names, change in zone boundaries). See [Appendix C](#) for examples.
- Changes to County Warning Area (CWA) and/or Hydrologic Service Area (HSA) boundaries between adjacent WFOs.
- County Changes (UGC-C changes), e.g., change in county (C) number, change in county name or city name, change in county boundaries, jurisdictional change from/to county or independent city, change to Census-assigned Federal Information Processing Series (FIPS) code
- Standard Hydrometeorological Exchange Format (SHEF) code that affects information decoded by partners and other users, e.g., addition of a new SHEF element
- Special codes used in automated parsing (e.g., \$\$, &&)
- Segmentation or use of headlines
- Web-based products that affect parsing or automated downloading of observations, forecasts or metadata
- Product realignment under existing communication identifiers, e.g., transferring a zone between WFOs without changing the boundaries or names of the zone
- Change to dissemination system configuration requiring users to update system settings or change dissemination service provider, e.g., NWS and the SBN

Category 5: Operational change, Major impacts to users, Minimum 6 months of Lead Time

Fundamental changes such as:

- New or radically revised format, e.g., VTEC implementation
- Change to well-established code format such as METAR or TAF
- Significant dissemination system configuration change requiring user/subscriber to update or replace system software or hardware

6 Writing a National PNS/SCN

The WSH branch or division chief coordinating the national PNS/SCN ([Appendix A](#)) determines who will draft the notice following the guidelines in [Appendix B](#). In many cases, WSH branch or division staff draft National SCNs or PNSs. Below is a list of other NWS staff members responsible for drafting notices.

- Single WFO, Center Weather Service Unit (CWSU), or River Forecast Center (RFC): Field office management should draft the notice and send it for regional review. After review, regional staff should forward the draft notice to the appropriate national focal point shown on the [Focal Point contact page](#). The focal point coordinates with other WSH offices, RHs and NCEP as needed.
- Several or all WFOs, CWSUs, or RFCs in a particular region: The regional program manager drafts the notice and sends it to the appropriate AFS focal point. The focal point coordinates with other WSH offices, RHs and NCEP as needed.
- Many or all WFOs, CWSUs, or RFCs in the NWS: The designee of the appropriate WSH branch or division chief drafts the notice. The focal point coordinates with other WSH offices, RHs and NCEP as needed.
- NCEP Center and NWC: The designee of the Center's management drafts the notice and coordinates it with the relevant AFSO focal point. The focal point coordinates with other WSH offices, RHs, NCEP, and NWC as needed.
- MDL: Lab designee works with OSTI to draft the notice. OSTI coordinates with appropriate WSH offices and RHs as needed.
- NCO:
 - For model upgrades, the developmental modeling agency or office (e.g., GSD, EMC, NOS) works with NCO to draft the notice. The NCEP Office of the Director reviews the notice for approval. Once approved, NCO submits it to AFSO for dissemination.
 - For matters related to changes within the IDP, NCO works with the application developers and DISS to draft the notice and coordinates with appropriate WSH offices, RHs and other users as needed. NCO submits to AFSO for dissemination.

7 Branch/Division Chief or Focal Point Responsibilities

The branch/division chief or focal point is responsible for the following:

- Posting information on upcoming/planned PNSs/SCNs to the NEW 10-102 Status Updates and Upcoming PNSs/SCNs spreadsheet.
- Ensuring the SCN is coordinated with, reviewed and approved by affected portfolios and their entities.
- Writing, or coordinating and reviewing, the national PNS/SCN following the guidelines in Appendix B and the samples in [Appendix C](#).
- Coordinating a public comment/review period for substantial changes to NWS information services (see [NWSPD 1-10](#), [NWSI 1-1002](#) and [NWSI 10-102](#)).
- Ensuring accuracy of content, including communication identifiers of affected products, contact information, and web addresses.
- Approving the notice as the signatory (e.g., “From” section in notice).
- When appropriate, coordinating media releases with the NWS Office of Public Affairs. Media releases should be sent before the notice is transmitted.
- Emailing the notice as a Word attachment to the notification coordinator at nws.hq.afs.notify@noaa.gov on the day before the notice is to be transmitted.
- Coordinating required implementation support activities, e.g., ensure weather.gov, NWS Management Information Retrieval System (MIRS) are updated.
- Ensuring broad communication about issued PNSs/SCNs to a broad cross-section of affected users (e.g., via known user groups, associations).

8 AFSO National Notification Coordinator Responsibilities

The coordinator is responsible for the following after receiving a notice. Make final additions to and review of PNS/SCN, to include:

- Assign and insert the notice reference number. For example, SCN 24-02 is the second SCN transmitted in 2024; PNS 25-12 is the twelfth PNS transmitted in 2025.
- Update the issuance time/date line (both the Mass News Dissemination (MND) header and the body of the notice with appropriate time and date information.
- Ensure minimum lead time is met and that the notice conforms to this and related NWS Instructions and Directives.
- Proofread the notice, ensure the formatting is correct and double check web links.
- Convert the notice to plain text to comply with AWIPS requirements.
- Proof the notice. If the coordinator makes other than grammatical changes or required formatting to comply with this instruction, such as correcting the AWIPS header and footer, the coordinator will request approval of changes from the focal point before sending the notice.
- **Transmit PNS/SCN:** National PNSs/SCNs are transmitted via AWIPS and routed via the NWS Telecommunications Gateway on NWS dissemination systems such as AWIPS, SBN/NOAAPort, NWWS, and EMWIN. This transmission requires specific permissions from the National Service Desk (NSDesk).

- **Post the transmitted notice on the AFSO Notification Web page:** As soon as possible after transmitting the notice, the coordinator posts the transmitted notice to <https://www.weather.gov/notification/> . The Web posting is a courtesy and not official.
- **Send notification email to PNS/SCN mailing list:** As soon as possible after posting the transmitted notice on the notification web page, the coordinator emails subscribers to the notification mailing list via a group email address (scn.pns@noaa.gov) copies (cc:).
 - a. The WSH branch, division chief or project lead referred to in the “From” section
 - b. The notification focal point or person submitting the PNS/SCN
 - c. All contacts listed in the notice
- Move the PNS/SCN listing in the [NEW 10-102 Status Updates and Upcoming PNSs/SCNs](#) (add: <https://docs.google.com/spreadsheets/d/1oDcpSH57h4ecaJHWEiWFYXW9xGPRtD0oQqqPEX7w48Q/edit?usp=sharingspreadsheet>) from the “upcoming PNSs/SCNs” section to the “completed section.”
- Copy the Microsoft Word and the .pdf version of the notice to the appropriate subfolder in the NWS Notifications folder on Google Drive.

**Appendix A
WSH Branches and Divisions Product Changes Areas of Responsibility**

Contact information for [NWS notification focal points and the AFSO Notification Coordinators](#).

Branch or Division	Product Changes Areas of Responsibility
Aviation and Space Weather Services Branch (AFS24)	WFO aviation and CWSUs, Aviation Weather Centers, Space Weather Prediction Center, Alaska Aviation Weather Unit, International Civil Aviation Organization, Volcanic Ash Advisory Center
Climate Services Branch (AFS23)	Climate Prediction Center, WFO Climate
Marine, Tropical and Tsunami Services Branch (AFS26)	WFO marine, coastal, tropical cyclone and tsunami changes. Centers: Ocean Prediction, National Hurricane, Central Pacific Hurricane, Tsunami Warning, National Ice
Severe, Fire, Public and Winter Services Branch (AFS21)	WFO severe, fire weather, public and winter changes; public or fire weather zone changes. Storm Prediction Center, public text of National Digital Forecast Database (NDFD)
Water Resources Services Branch (AFS25)	WFO hydrologic issues, RFC, NWC
Office of Chief Operating Officer (OCOO)	Operational changes not covered elsewhere, which apply to all field offices
Office of Dissemination (DISS)	Changes to standardized text formats and codes, dissemination service information, NWWS and EMWIN system configuration or service, National reconfiguration of communication identifiers
Office of Central Processing (OCP)	Changes to AWIPS or NOAAPort
Office of Observations (OBS)	Changes in observation policy and requirements for Automated Surface Observing System (ASOS), Co-op and Upper-Air programs
Office of Observations, Radar Operations Center (OBS/ROC)	Changes to system configuration, data, products or services for the WSR-88D, the Federal Aviation Administration Terminal Doppler Weather Radar (TDWR), and the NOAA Profiler Network (NPN)
Office of Observations - Surface and Upper Air Division (OBS/SUAD)	ASOS services, e.g., implementation of new sensors. Surface or upper air code or equipment changes
NCEP Office of the Director	NCEP model changes and NCEP supercomputer information
NCEP Integrated Dissemination Services Branch (IDSB)	Changes to applications run on IDP
NCEP Weather Prediction Center (WPC)	National weather forecast and analysis products (e.g., Flash flood forecast products, medium-range guidance, winter weather guidance)
Office of Science and Technology Integration (STI)	NDFD and MDL statistical guidance

Appendix B
Required Formats for National PNSs/SCNs

1. See Google Document at:
<https://docs.google.com/document/d/1mMhn6zyeS0uAPa0De6YKPELOMrTay-r0Qb7opd2Qn70/edit?usp=sharing>
2. Note: Appendices B and D have been merged into this enhanced, internal NWS document which can be updated as needed.

Appendix C

Templates and Examples of Service Change Notices and Public Information Statements

- See the [notification website](#) for examples of actual notices.
- Items with “x” are completed by Notification Coordinator.
- Read [Appendix B](#) for REQUIRED format rules BEFORE proceeding.

Template of Service Change Notice – Microsoft Word

NOUS41 KWBC DDHHMM
PNSWSH

Service Change Notice YY-xx [YY = year; 2020: 20-xx]
National Weather Service Headquarters Silver Spring MD
xxxx xM ExT xxx xxx xx 20YY

To: Subscribers:
 -NOAA Weather Wire Service
 -Emergency Managers Weather Information Network
 NOAAPort
 -optional: Other key stakeholders...for example
 Federal Aviation Administration customers
 Other NWS Partners, Users and NWS employees

From: Joe Smith
 Chief, NWS XYZ Awareness Branch

Subject: NWS is making a major change in the Awareness Program Lightning
 Product: Effective May 12, 20YY

Effective May 12, 20YY, at 0600 Coordinated Universal Time (UTC), the NWS XYZ
Branch will make a major change in its Lightning Product.

[Include details here, links to sample products, etc.]

<http://www.lightningsafety.noaa.gov/changes.htm>

For more information, please contact:

Therese Diaz
Thesese.diaz@noaa.gov can include phone number, title, etc. Do not include
postal address or zip code]

National Service Change Notices are online at:
<https://www.weather.gov/notification/>

NNNN <followed by two (2) carriage returns>

Template of First Update to a Service Change Notice – Microsoft Word

NOUS41 KWBC DDHHMM AAA
PNSWSH

Service Change Notice 18-41 Updated
[Reuse original year and sequence number, e.g., 18-41]
National Weather Service Headquarters Silver Spring MD
xxxx xM ExT xxx xx 20YY

To: Subscribers:
 -NOAA Weather Wire Service
 -Emergency Managers Weather Information Network
 - /NOAAPort
 -optional: Other key stakeholders...for example
 Federal Aviation Administration customers

Other NWS partners and NWS employees

From: Joe Smith
 Chief, NWS XYZ Branch

Subject: Updated: NWS is Making a Major Change in the Awareness
 Program Lightning Product: Effective May 12, 20YY.

Updated to change the Advanced Weather Interactive Processing System (AWIPS) identifier for Idaho to XXXY from XXXZ. [Repeat original notice verbatim. Only change items identified in paragraph above explaining revision].

Effective May 12, 20YY, at 0600 UTC, the NWS XYZ Branch is soliciting comments on a new lightning product.

[Include details of the change here and links to sample products, graphics and other helpful information.]

<http://www.lightningsafety.noaa.gov/changes.htm>

For more information, please contact:

Therese Diaz
Chief, XYZ Branch
Silver Spring, MD
therese.diaz@noaa.gov

National Service Change Notices are online at:
<https://www.weather.gov/notification/>

NNNN <followed by two (2) carriage returns>

Example Public Information Statement

NOUS41 KWBC DDHHMM
PNSWSH

Public Information Statement 24-xx
National Weather Service Headquarters Silver Spring MD
XXXX PM EST Wed Feb 21 2024

To: Subscribers:
 -NOAA Weather Wire Service
 -Emergency Managers Weather Information Network
 -NOAAPORT
 Other NWS Partners, Users and Employees

From: Douglas C. Young
 Chief, Digital and Graphical Information Support
 Branch

Subject: Kentucky Statewide NOAA Weather Radio All Hazards
 (NWR) and Emergency Alert System (EAS) Live Event Code
 Test for a Tornado Warning on March 6, 2024 at 10:07 AM
 EST

The National Weather Service (NWS) Weather Forecast Offices (WFOs) in Jackson, Louisville and Paducah, KY, and Charleston, WV; the Kentucky Emergency Management Agency; and the Kentucky Broadcasters Association plan to conduct a live code Tornado Warning test on Wednesday, March 6 at approximately 10:07 AM Eastern Standard Time (EST) throughout the Commonwealth of Kentucky.

The purpose of this test is to support the Kentucky Statewide Tornado Drill, part of Kentucky's annual Severe Weather Awareness Week. The use of the live event code is intended to maximize participation in the Statewide Tornado Drill by local Emergency Management Agencies and by broadcast partners, increasing the preparedness of partners and the public.

The emergency test message will be broadcast across the Commonwealth of Kentucky via audio and Specific Area Message Encoding (SAME) tones over 38 of the 41 NOAA Weather Radio transmitters serving Kentucky and will activate the Emergency Alert System (EAS). Per agreement with Cincinnati-area broadcasters, the live code test will not be conducted for the counties in northern Kentucky served by the WFO in Wilmington, Ohio.

The audio message will state that the message is only a test. The World Meteorological Organization (WMO) text messages will use a Valid Time Event Code (VTEC) Product Class Code of /T/ for Test and the word Test will be repeated several times in the body of the message. The test will not be sent to cellphones via the Wireless Emergency Alert (WEA) system, although in an actual Tornado Warning this system would be used.

Please note the 38 participating NWR transmitters conducting the live event code test will not conduct a Required Weekly Test on March 6, 2024.

The test will be postponed and rescheduled to a fair-weather day if there are significant weather hazards in Kentucky on the morning of March 6. A rescheduled test will be preceded by another Public Information Statement.

Table 1. The NWS text products to be disseminated by WFOs Jackson, Louisville and Paducah, KY, and Charleston, WV during the test.

Product Name	WFO	WMO Heading	AWIPS ID
Tornado Warning	Jackson	WFUS53 KJKL	TORJKL
Tornado Warning	Louisville	WFUS53 KLMK	TORLMK
Tornado Warning	Paducah	WFUS53 KPAH	TORPAH
Tornado Warning	Charleston	WFUS53 KRLX	TORRLX

Frequently-asked questions are provided online at:
<https://www.weather.gov/lmk/KentuckyTornadoDrill>

For more information, please contact:
Ron Steve
Assistant Warning Coordination Meteorologist
NWS Louisville, KY
Ronald.Steve@noaa.gov
502-969-8842

Michael Kochasic
Warning Coordination Meteorologist
NWS Louisville, KY
Michael.Kochasic@noaa.gov
502-969-8842

Christine Wielgos
Warning Coordination Meteorologist

NWS Paducah, KY
christine.wielgos@noaa.gov
270-744-6440

Jane Marie Wix
Warning Coordination Meteorologist
NWS Jackson, KY
Jane.Wix@noaa.gov
606-666-2560

Tony Edwards
Warning Coordination Meteorologist
NWS Charleston, WV
Tony.Edwards@noaa.gov
304-356-3390

NWS Service Change Notices are online at:
<https://www.weather.gov/notification>

NNNN

Example Public Information Statement

NOUS44 KAMA 181659
PNSAMA
OKZ001>003-TXZ001>020-317-190500-

Public Information Statement
National Weather Service Amarillo TX
1159 AM CDT Thu Apr 18 2024

...NWS AMARILLO TO CHANGE CRITERIA FOR HEAT ADVISORIES AND
EXCESSIVE HEAT WARNINGS...

Effective on May 1, 2024, the criteria for Heat Advisories for our eastern counties in our County Warning Area will change to 105 degrees for temperature and/or heat index values. Also, the criteria for Excessive Heat Warnings for our eastern counties in our County Warning Area will change to 110 degrees for temperature and/or heat index values. This area will include Beaver County, Oklahoma as well as Lipscomb, Hemphill, Wheeler and Collingsworth counties in Texas. Criteria for our Heat Advisories and Excessive Heat Warnings in the rest of our area will remain unchanged and this will allow for all counties in the Texas and Oklahoma panhandles to have a consistent criteria for these heat products.

The previous criteria for Heat Advisories in these eastern counties was 110 degrees for temperature and/or heat index values; For Excessive Heat Warnings, this was 115 degrees for temperature and/or heat index values.

The changes to the Heat Advisory criteria and the Excessive Heat Warning criteria will better reflect heat impacts across the Oklahoma and Texas panhandles. In addition, these changes will improve collaboration and consistency with our neighboring NWS offices in Texas and Oklahoma.

As a reminder, a Heat Advisory is issued when the maximum temperature and/or heat index value is expected to reach criteria for one day or more, and/or when there is an elevated risk of heat related illnesses to those sensitive to the heat.

An Excessive Heat Warning is issued when the maximum temperature and/or heat index value is expected to reach criteria for one day more, and/or there is a significant risk of heat related illnesses to all of the population.

NWSI 10-1805 OCTOBER 8, 2024

Heat is the number one cause of weather-related fatalities in the United States. Impacts from heat, including heat related illnesses, increase when the temperature exceeds 100 to 105 degrees. Adjusting these criteria will help bring attention to potential for heat related illnesses across the combined panhandles.

For questions or comments regarding this change, please contact Michael Gittinger, Meteorologist-in-Charge, or Joanne Culin, Warning Coordination Meteorologist, at 806-335-1121.

\$\$

Example Service Change Notice

NOUS41 KWBC 101630
PNSWSH

Service Change Notice 24-54
National Weather Service Headquarters Silver Spring MD
1230 PM EDT Fri May 10 2024

To: Subscribers:
 -NOAA Weather Wire Service (NWWS)
 -Emergency Managers Weather Information Network (EMWIN)
 -NOAAPort
 Other NWS Partners, Users and Employees

From: David Michaud
 Director, NWS Office of Central Processing

Subject: Change to NOAAPort / Satellite Broadcast Network (SBN)
Channel Alignment: Effective June 10, 2024

The NWS has studied the existing NOAAPort/SBN/NWWS channel alignment, bandwidth usage, prioritization, and delay times. This study identified that reorganizing the data on the various channels will improve the timeliness of distributed products.

The first of three changes to the existing NOAAPort/SBN/NWWS channels is to migrate all grib, grib2, and bufr formatted data from the NMC channel to the NMC2 channel.

The following is a list of World Meteorological Organization (WMO) Headers that will move: (Channel: NMC | Priority: 0 | Bandwidth: 20 | Port: 1201 | PID: 101) to (Channel: NMC2 | Priority: 5 | Bandwidth: 30 | Port: 1203 | PID: 103):

^(AT....)^(DT....)^(ES....)^(FT....)^(GT....)^(HH...)
^(HR....)^(HT....)^(HU....)^(HV....)^(IU....)^(JS...)
^(JU....)^(LA....)^(LE....)^(LH....)^(LP....)^(LR...)
^(LT....)^(LU....)^(LV....)^(MA....)^(ME....)^(ME...)
^(MH....)^(MP....)^(MP....)^(MR....)^(OE....)^(PE...)
^(RD....)^(RE....)^(RH....)^(SL....)^(SV....)^(YA...)
^(YB....)^(YC....)^(YD....)^(YE....)^(YF....)^(YG...)
^(YH....)^(YI....)^(YJ....)^(YK....)^(YL....)^(YM...)
^(YN....)^(YO....)^(YP....)^(YQ....)^(YR....)^(YS...)
^(YT....)^(YU....)^(YV....)^(YW....)^(YX....)^(YY...)
^(YZ....)^(ZA....)^(ZB....)^(ZC....)^(ZD....)^(ZE...)
^(ZF....)^(ZG....)^(ZH....)^(ZO....)^(ZP....)^(ZQ...)

NWSI 10-1805 OCTOBER 8, 2024

^(ZR....)^(ZS....)^(ZT....)^(ZU....)^(ZV....)^(ZW...)
^(ZX....)^(ZY....)^(ZZ...)

This data is expected to move on or about 1200 Coordinated Universal Time (UTC) June 10, 2024. If a Critical Weather Day has been issued, this change will be postponed until 1200 UTC on the next non-Critical Weather Day.

No change is expected to the data feed at the receiver. If no issues are experienced, the configuration will remain in place. If any issues are identified, the changes will be evaluated, and a new implementation date will be determined.

We encourage all NOAAPort/SBN/NWWS users to closely monitor this Service Change Notice (SCN) during the transition period for updated information. If you have any questions or concerns, please contact the focal points below:

Paul Kirkwood
NOAA/NWS Southern Region Headquarters
Email: paul.kirkwood@noaa.gov

Andy Just
NOAA/NWS Office of Central Processing
Email: andy.just@noaa.gov

James Glenn
NOAA/NWS Office of Central Processing
Email: james.glenn@noaa.gov

National Service Change Notices are online at:

<https://www.weather.gov/notification>

NNNN

Example Service Change Notice for Public Zones

NOUS41 KWBC 291720
PNSWSH

Service Change Notice 23-74
National Weather Service Headquarters Silver Spring MD
120 PM EDT Thu Jun 29 2023

To: Subscribers:
 -NOAA Weather Wire Service
 -Emergency Managers Weather Information Network
 -NOAAPORT
 Other NWS Partners, Users and Employees

From: Stephen W. Bieda III, Ph.D., Branch Chief
 Severe, Fire, Public, and Winter Weather Services

Subject: Changes to Public Forecast Zones for WFO Rapid City,
 SD, effective September 19, 2023

Effective Tuesday, September 19, 2023 at 3:00 PM Mountain Daylight Time, 2100 Coordinated Universal Time (UTC), the NWS Weather Forecast Office (WFO) in Rapid City, SD (UNR) will complete changes to several Public Weather Forecast Zones and add four additional Public Weather Zones in Custer, Fall River, Lawrence, Meade, Oglala Lakota, Pennington, and Perkins Counties in western South Dakota and Crook and Weston Counties in northeastern Wyoming. These changes will provide more accurate headlines for winter and non-precipitation hazards.

Thirteen current zones will be converted into seventeen separate zones. The new zone boundaries will be more accurate in respect to topography, climate, and hazardous weather. After this change, all forecasts and related products will use the zone numbers and names shown in Table 2 below.

If September 19, 2023 is declared a Critical Weather Day, this implementation will be postponed to September 21, 2023 at 2100 UTC.

Table 1. Universal Geographic Codes (UGC): Current Public Forecast Zone Name

SDZ002: Perkins County
 SDZ024: Northern Black Hills
 SDZ025: Northern Foot Hills
 SDZ027: Southern Foot Hills
 SDZ028: Central Black Hills
 SDZ029: Southern Black Hills
 SDZ041: Fall River
 SDZ042: Oglala Lakota
 SDZ043: Jackson
 SDZ072: Sturgis-Piedmont Foot Hills
 WYZ056: Western Crook
 WYZ057: Wyoming Black Hills
 WYZ058: Weston
 WYZ071: Northern Crook

Table 2. UGC: New Public Forecast Zone Name

 SDZ002: Northern Perkins
 SDZ078: Southern Perkins
 SDZ024: Northern Black Hills
 SDZ025: Northern Foothills
 SDZ027: Southern Foothills
 SDZ028: Central Black Hills
 SDZ029: Southern Black Hills
 SDZ041: Western Fall River
 SDZ075: Eastern Fall River
 SDZ042: Northern Oglala Lakota
 SDZ076: Southern Oglala Lakota
 SDZ043: Northern Jackson
 SDZ077: Southern Jackson
 SDZ072: Sturgis-Piedmont Foothills
 WYZ056: Western Crook
 WYZ057: Wyoming Black Hills
 WYZ058: Weston County Plains
 WYZ059: Newcastle
 WYZ060: Northeastern Crook

Table 3. NWS products affected by the WFO Rapid City, SD, Public Weather forecast zone changes are listed below.

Product Name	WMO Heading	AWIPS ID
-----	-----	-----
Air Quality Alert	AEUS76 KUNR	AQAUNR
Area Forecast Discussion	FXUS62 KUNR	AFDUNR
Fire Danger Statement	FNUS62 KUNR	RFDUNR
Flood Watch	WGUS62 KUNR	FFAUNR

NWSI 10-1805 OCTOBER 8, 2024

Hazardous Weather Outlook	FLUS42	KUNR	HWOUNR
Non-Precipitation Weather Message	WWUS72	KUNR	NPWUNR
Point Forecast Matrices	FOUS52	KUNR	PFMUNR
Public Information Statement	NOUS42	KUNR	PNSUNR
Special Weather Statement	WWUS82	KUNR	SPSUNR
Winter Weather Message	WWUS42	KUNR	WSWUNR
Zone Forecast	FPUS52	KUNR	ZFPUNR
Watch County Notification	WWUS63	KUNR	WCNUNR
Short Term Forecast	FPUS73	KUNR	NOWURN

NWS partners and users will need to make necessary changes to their communications systems to accommodate these weather forecast zone changes. WFO UNR has coordinated with partners to keep many of the old zone numbers instead of creating all new zone numbers. Not using new zone numbers when the geographical zone boundaries have been changed will cause discrepancies of long-term climatological record in Storm Data for long-fuse (zone) warning verification databases. As a result, our partners will likely need to execute additional programming for their respective databases and analyses.

Preliminary shapefiles for public forecast zones are available online at:

<https://www.weather.gov/gis/PublicZones>
<https://www.weather.gov/gis/Counties>

Final versions of these shapefiles will be available on or around Tuesday, July 18, 2023.

A graphical depiction of these changes is online at:
<https://www.weather.gov/unr/PublicZoneChange2023>

For more information, please contact:

Susan Sanders
Warning Coordination Meteorologist
NWS Rapid City, SD
susan.sanders@noaa.gov
605-341-9271

National Service Change Notices are online at:

<https://www.weather.gov/notification/>

NNNN

Example Service Change Notice for Marine Zones

NOUS41 KWBC 211400
PNSWSH

Service Change Notice 23-114
National Weather Service Headquarters Silver Spring MD
900 AM EST Thu Dec 21 2023

To: Subscribers:
 -NOAA Weather Wire Service
 -Emergency Managers Weather Information Network
 -NOAAPORT
 Other NWS Partners, Users and Employees

From: Gregory Schoor, Chief
 Marine, Tropical and Tsunami Services Branch

Subject: Changes to Pacific Offshore Marine Forecast Zone
 Boundaries, effective March 5, 2024

Effective March 5, 2024, at 4:00 PM Eastern Standard Time, 2100 Coordinated Universal Time (UTC), the boundaries between Offshore Pacific Marine Forecast Zones PZZ840, PZZ940 and PZZ945 (Ocean Prediction Center) and PMZ009 and PMZ011 (Tropical Analysis and Forecast Branch) will be adjusted from 29 degrees North to 30 degrees North. The Zone numbers will not change and the names will change only to reflect the change in the boundaries.

If March 5, 2024 is declared a Critical Weather Day, this implementation will be postponed to March 6, 2024 by 2100.

The Ocean Prediction Center (OPC) is responsible for the High Seas Forecast and digital gridded data north of 30 degrees North latitude, and the Tropical Analysis and Forecast Branch (TAFB) of the National Hurricane Center (NHC) manages the High Seas Forecast (HSF) and digital gridded data for the waters south of 30 degrees North latitude. OPC also produces the Offshore Waters Forecast (OFF) for Pacific zones PZZ940 and PZZ945. The current southern boundary of these zones is 29 degrees North latitude. TAFB issues the OFF for PMZ011. The current northern boundary of this zone is 29 degrees North latitude.

This jurisdictional overlap between 29 degrees North latitude and 30 degrees North latitude presents an inconsistency where OPC issues offshore waters forecasts a degree (60 NM) south of its area of responsibility for the high seas forecast and outside of the domain for its gridded forecast database that serves as the basis for the OFF. The boundary between PMZ009, a coastal zone along northern Baja California, and PMZ011 (TAFB responsibility) will also move from 29 degrees North latitude to 30 degrees North latitude, and TAFB will continue to issue the offshore waters forecast for those zones. The zone numbers will not change.

By moving this boundary to 30 degrees North latitude, the two offices will better maintain jurisdictional consistency between the high seas forecasts, the underlying digital forecast database, and the OFFs for their respective areas of responsibility.

The zones to be changed are as follows:

Table 1: Universal Geographic Codes (UGC): Current Offshore Marine Forecast Zone Name

OPC:

PZZ945: San Clemente Island, CA to 29N from 60 NM offshore west to 120W

PZZ940: Santa Cruz Island, CA to San Clemente Island, CA between 150 NM and 250 NM offshore (name unchanged)

TAFB:

PMZ009: Mexico Border S to 29N to 60 NM offshore

PMZ011: East Pacific Within 250 NM S of 29N to Punta Eugenia

Table 2: UGC: New Offshore Marine Forecast Zone Name

OPC:

PZZ945: San Clemente Island, CA to 30N from 60 NM offshore west to 120W

TAFB:

PMZ009: Mexico Border S to 30N to 60 NM offshore

PMZ011: East Pacific Within 250 NM S of 30N to Punta Eugenia

Table 3: NWS products affected by this marine forecast zone change.

AWIPS ID	WMO Heading	Product Name
----------	-------------	--------------

OFFPZ6 FPZN26 KWBC Offshore Waters Forecast
OFFPZ7 FPZN27 KNHC Offshore Waters Forecast

NWS partners and users should take the appropriate action to ensure systems recognize the new UGCs and zone names.

Preliminary shapefiles for Marine Forecast zones are available online at: _

<https://www.weather.gov/gis/MarineZones>

Final versions of these shapefiles will be available on February 23, 2024.

A graphical depiction of this change is online at:
<https://storymaps.arcgis.com/stories/cc9443b87580408299ef3cb0fa421740>

For more information, please contact:

Dr. Chris Landsea
Branch Chief, Tropical Analysis and Forecast Branch
NOAA/NWS/NCEP/National Hurricane Center
11691 S.W. 17th Street
Miami, Florida 33165
Chris.Landsea@noaa.gov
Phone: 305-229-4446

National Service Change Notices are online at:

<https://www.weather.gov/notification/>

NNNN

Example Service Change Notice for Fire Weather Zones

NOUS41 KWBC 291720
PNSWSH

Service Change Notice 23-75
National Weather Service Headquarters Silver Spring MD
120 PM EDT Thu Jun 29 2023

To: Subscribers:

- NOAA Weather Wire Service
- Emergency Managers Weather Information Network
- NOAAPORT
- Other NWS Partners, Users and Employees

From: Stephen Bieda, III, Branch Chief
Severe, Fire, Public, and Winter Weather Services

Subject: Change to Fire Zone for WFO Pittsburgh, PA, effective
September 19, 2023.

Effective Tuesday, September 19, 2023, by 5:00 PM Eastern Daylight Time (EDT), 2100 Coordinated Universal Time (UTC), the NWS Weather Forecast Office in Pittsburgh, PA (PBZ) will complete changes to the Fire Weather Forecast Zone encompassing Indiana County in western Pennsylvania. Indiana county will be split into a western and eastern half to better capture the topography difference. After this change, all fire weather forecasts and related products will use the zone numbers and names shown in Table 2 below.

If September 19, 2023 is declared a Critical Weather Day, this implementation will be postponed to September 21, 2023 at 2100 UTC.

These changes will result in more geographically precise forecast, watch and warning products and will enhance web-based graphical product consistency and appearance.

Indiana County's current zone will be converted into two separate zones. These new zones are being divided to optimize issuance of hazard products for conditions that vary significantly from lower elevations in the western part of the county to the eastern part. The new zones are listed in Table 2.

Table 1. Universal Geographic Codes (UGC): Current Fire Weather Forecast Zone Name

PAZ023: Indiana County

Table 2. UGC: New Fire Weather Forecast Zone Name

PAZ077: Indiana County
PAZ078: Higher Elevations of Indiana County

Table 3. NWS products affected by the WFO Pittsburgh, PA by these forecast zone changes are listed below.

Product Name	WMO Heading	AWIPS ID
-----	-----	-----
Fire Weather Forecast	FNUS51 KPBZ	FWFPBZ
Fire Weather Message	WWUS81 KPBZ	RFPBZ

NWS partners and users will need to make necessary changes to their communications systems to accommodate these weather forecast zone changes.

Preliminary shapefiles for fire weather forecast zones are available online at:

<https://www.weather.gov/gis/FireZones>

<https://www.weather.gov/gis/Counties>

Final versions of these shapefiles will be available on Tuesday, July 18, 2023.

A graphical depiction of this change is online at:

<https://www.weather.gov/pbz/FireZoneChange>

For more information, please contact:

Fred McMullen
Warning Coordination Meteorologist
NWS Pittsburgh, PA
Email: fred.mcmullen@noaa.gov
Phone: 412-262-1591 ext 223

National Service Change Notices are online at:

<https://www.weather.gov/notification/>

NNNN

Example Service Change Notice for both Public and Fire Weather Zones

NOUS41 KWBC 211400
PNSWSH

Service Change Notice 23-115
National Weather Service Headquarters Silver Spring MD
900 AM EST Thu Dec 21 2023

To: Subscribers:
 -NOAA Weather Wire Service
 -Emergency Managers Weather Information Network
 -NOAAPORT
 Other NWS Partners, Users and Employees

From: Stephen W. Bieda III, Ph.D., Branch Chief
 Severe, Fire, Public and Winter Weather Services

Subject: Changes to Public and Fire Forecast Zones for WFO
 Jacksonville, FL, effective March 5, 2024

Effective Tuesday, March 5, 2024, at 4:00 PM Eastern Standard Time, 2100 Coordinated Universal Time (UTC), the NWS Weather Forecast Office in Jacksonville, FL (JAX) will change Public and Fire Weather Forecast Zones encompassing Columbia and Hamilton Counties in Northern Florida. After this change, all forecasts and related products will use the zone numbers and names shown in Table 2 below.

If March 5, 2024 is declared a Critical Weather Day, this implementation will be postponed to March 6, 2024 at 2100 UTC.

These changes will result in more geographically precise forecast, watch and warning products for the general public and will enhance web-based graphical product consistency and appearance.

Columbia County, FL which is currently two Zones will be split along Interstate 75 creating a third Zone and allowing for enhanced warnings due to Gulf of Mexico tropical cyclones.

Hamilton County, which is currently one Zone, will be subdivided into two Zones to support a more geographically precise forecast representative of meteorological conditions, especially during tropical events.

Three current zones will be converted into five separate zones. These new zones are being divided to optimize issuance of hazard

products for conditions that vary significantly south and west of Interstate 75 due to its proximity to the Gulf of Mexico. The new zones are listed in Table 2.

Table 1. Universal Geographic Codes (UGC): Current Public/Fire Forecast Zone Name

 FLZ020: Hamilton
 FLZ122: Northern Columbia
 FLZ222: Southern Columbia

Table 2. UGC: New Public/Fire Forecast Zone Name

 FLZ120: Eastern Hamilton
 FLZ220: Western Hamilton
 FLZ322: Northern Columbia
 FLZ422: Southeastern Columbia
 FLZ522: Southwestern Columbia

Table 3. NWS products affected by the WFO Jacksonville, FL, Change. The Public/Fire Weather forecast zone changes are listed below.

Product Name	WMO Heading	AWIPS ID
-----	-----	-----
Air Quality Alert	AEUS76 KJAX	AQAJAX
Air Quality Index Forecast	AEUS76 KJAX	AQIJAX
Area Forecast Matrices	FOUS52 KJAX	AFMJAX
Zone Forecast	FPUS52 KJAX	ZFPJAX
Point Forecast Matrices	FOUS52 KJAX	PFMJAX
Recreational Forecast	AEUS76 KJAX	RECJAX
State Forecast Product	FPUS52 KJAX	SFPJAX
Tabular State Forecast	FPUS62 KJAX	SFTJAX
Area Forecast Discussion	FXUS62 KJAX	AFDJAX
Hazardous Weather Outlook	FLUS42 KJAX	HWOJAX
Short Term Forecast	FPUS72 KJAX	NOWJAX
Special Weather Statement	WWUS82 KJAX	SPSJAX
Public Information Statement	NOUS42 KJAX	PNSJAX
Non-Precipitation Watch/Warning/ Advisory	WWUS72 KJAX	NPWJAX
Fire Weather Forecast	FNUS52 KJAX	FWFJAX
Fire Weather Message	WWUS82 KJAX	RFWJAX
Fire Danger Statement	FNUS62 KJAX	RFDJAX
Hurricane Local Statement	WTUS82 KJAX	HLSJAX
Tropical Cyclone Watch/Warning	WTNT81 KNHC	TCVAT1-5
WFO Tropical Cyclone Product	WTUS82 KJAX	TCVJAX
Winter Weather Message	WWUS42 KJAX	WSWJAX

NWSI 10-1805 OCTOBER 8, 2024

Hydrologic Outlook	FGUS72 KJAX	ESFJAX
Flood Watch	WGUS62 KJAX	FFAJAX
Flood Warning	WGUS42 KJAX	FLWJAX
Flood Statement	WGUS82 KJAX	FLSJAX

NWS partners and users will need to make necessary changes to their communications systems to accommodate these weather forecast zone changes.

Preliminary shapefiles for public/fire weather forecast zones are available online at:

<https://www.weather.gov/gis/PublicZones>
<https://www.weather.gov/gis/FireZones>

Final versions of these shapefiles will be available on February 23, 2024.

A graphical depiction of the change is online at:

<https://www.weather.gov/jax/ZoneSplit2024>

For more information, please contact:

Scott Cordero
Meteorologist in Charge
NWS Jacksonville, FL
Scott.Cordero@noaa.gov
904-741-4411 ext 222

National Service Change Notices are online at:

<https://www.weather.gov/notification/>

NNNN

Example Service Change Notice for Partial County Alerting implementation

NOUS41 KWBC 161810 AAA
PNSWBC

Service Change Notice 23-73 Updated
National Weather Service Headquarters Silver Spring MD
110 PM EST Thu Nov 1 2023

To: Subscribers:
-NOAA Weather Wire Service
-Emergency Managers Weather Information Network
-NOAAPort
NOAA Weather Radio All Hazards Listeners
Other NWS partners and NWS employees

From: Douglas C. Young
Chief, Digital and Graphical Information Support Branch

Subject: Updated: Implementation of Partial County Alerting via NOAA Weather Radio All Hazards (NWR) and the Emergency Alert System (EAS) for Sonoma County, California effective on or after September 19, 2023

Updated to specify an implementation date of March 19, 2024

Based on positive feedback from the broadcast community, local officials and the public, NWS San Francisco Bay Area/Monterey (MTR) will implement Partial County Alerting (PCA) for Sonoma County, California effective on or after September 19, 2023.

The following weather warnings from WFO MTR are impacted for this PCA implementation:

Product Name	WMO Heading	AWIPS ID
-----	-----	-----
Dust Storm Warning	WWUS56 KMTR	DSWMTR
Flash Flood Warning	WGUS56 KMTR	FFWMTR
Severe Thunderstorm Warning	WUUS56 KMTR	SVRMTR
Tornado Warning	WFUS56 KMTR	TORMTR

The following Non-Weather Emergency Messages (NWEMs), originated by the Sonoma County Emergency Management Agency and further disseminated by NWS, are impacted:

Product Name	WMO Heading	AWIPS ID
--------------	-------------	----------

-----	-----	-----
Civil Emergency Message	WOUS46 KMTR	CEMMTR
Evacuation Immediate	WOUS46 KMTR	EVIMTR
Fire Warning	WOUS46 KMTR	FRWMTR

NWS disseminates weather warnings via NWR and the EAS. While many NWS warnings have become more refined in areal extent using forecaster-defined polygons, these warnings are generally conveyed via NWR and EAS on a whole (entire) county basis. However, NWS has the capability to disseminate these warnings via NWR and EAS for smaller areal sections of counties. NWS refers to these areas as county partitions; the Federal Communications Commission (FCC) refers to them as subdivisions. Disseminating warnings through NWR and EAS using partitions is referred to as PCA.

PCA reduces the geographical overalerting of warnings by more closely associating polygon-defined warnings and polygon-defined NWEMs with county partitions. With PCA, NWR Specific Area Message Encoding (SAME)-equipped users may select the county partition(s) for which they will receive automated alerts. Similarly, PCA allows broadcasters to choose the county partition(s) to which they will convey NWS warnings through the EAS. PCA implementation may help limit and better target EAS activation in a given media market.

WFO San Francisco has conferred with local emergency managers, state and local government officials and broadcasters serving Sonoma County and will implement 8 partial county zones for Sonoma County. A comprehensive description with maps and the new SAME and EAS Location Codes associated with each Sonoma County partial county zone is provided online at:

<https://www.weather.gov/mtr/PartialCountyAlertingSonomaCounty>

The shapefiles with the Sonoma County Partial County boundaries for NWR and EAS are posted online at:

<https://www.weather.gov/gis/AWIPSShapefiles>

Instructions for programming your SAME-equipped NWR receiver with the new partial county SAME Location Codes are online at:

<https://www.weather.gov/pca/nwr>

NWSI 10-1805 OCTOBER 8, 2024

Once established in operations, the boundaries of the Sonoma County partitions are fixed, unless modified at a later date through a formal change process.

A comprehensive description of PCA and the expansion of PCA to select US counties is online at:

<https://www.weather.gov/pca>

WFO San Francisco anticipates that additional NWS warnings will use PCA in the future. Any service enhancements will be preceded by a future Service Change Notice.

For questions or concerns on the PCA implementation for Sonoma County, please contact:

Brian Garcia
Warning Coordination Meteorologist
WFO San Francisco Bay Area / Monterey
Monterey, CA
Telephone: 831-656-1710 x223
Email: brian.garcia@noaa.gov

For comments or questions on the national level PCA initiative, please contact:

Tim Schott
Meteorologist, NWS Dissemination Services
NWS Headquarters
Silver Spring, Maryland
Telephone: 301-427-9336
Email: Timothy.Schott@noaa.gov

NWS Service Change Notices are online at:
<https://www.weather.gov/notification>

NNNN

Appendix D

Sample Waiver Letter and Form

If you do not meet the advance notice requirements in Table 1, request a waiver from the AFS Director. The waiver request includes a letter in the format specified below and is submitted to the AFS Executive Officer in a file folder.

Sample Letter

Request to Waive the Normal 75-Day Notification Period for a new Terminal Aerodrome Forecast (TAF) at the Ontario Airport in Ontario, OR.

SUMMARY:

1. This is a request for a waiver of the required 75 days of lead time for a new TAF at the Ontario Airport in Ontario, OR. The proposed start date is Tuesday, September 12, 2023 at 1800 Universal Coordinated Time (UTC), by the NWS office in Boise, ID. This was agreed to by the WFO and the local user community back in May. AWIPS IDs and WMO Headers are in place and ready to convey the messages.

Rationale: This addition was made via an approved Office of Dissemination Request for Change (Ontario, OR TAF) in June, AFS24 staff forgot to ask WR for the SCN when the Request for Change was reviewed in June. AFS24 does not want to delay the WFO's implementation of this new service, and consumers require minimal to no modifications to begin receiving this information. This waiver would still allow 45 days notification if we include the two-week regional review.

2. No change to the normal text in the SCN, since the local user community is already aware of the proposed service.

RECOMMENDATION:

The AFSO Director approves/disapproves the waiver request of less than 75 days advance notice.

APPROVED: _____ DISAPPROVED: _____

DATE: _____