

Effective March 20, 2014

Spotters are to report **all** conditions using the guidance provided below.

Field Teams are to forward the spotter reports to Sullivan Weather using the guidance provided below.

Criteria Types

The conditions and pro-words in **RED** text (numbered 1 through 7) normally trigger or verify a warning ("severe criteria.")

The conditions and pro-words in **BROWN** text (numbered 8 through 13), although important, are considered residual ("minor criteria.")

Inbound Data Statuses *(When Sullivan Weather Voice Comms are Active on the Backbone and as Specified by Sullivan Weather)*

- a. **"All Valid Criteria"** *(NOTE: This is the Default State on the Active Backbone Channels Unless Otherwise Directed By Sullivan Weather)*
 Reports for Criteria 1 through 13 should be submitted from the field team to Sullivan Weather immediately through their relay station using established SulCom Backbone communications channels and protocols.
 Priority is in the Order Shown
- b. **"Severe Criteria Only"** *(NOTE: As Directed By Sullivan Weather)*
 Reports for Criteria 1 through 7 should be submitted from the field team to Sullivan Weather immediately through their relay station using established SulCom Backbone communications channels and protocols.
 Reports for Criteria 8 through 13 should be reported from the field team to Sullivan Weather using established digital modes and protocols.
 Priority is in the Order Shown

IMPORTANT NOTES!

The meteorologists may require reports for conditions that are not usually considered severe, or may not even be on this list.

The conditions and thresholds provided below are defaults for all events/incidents unless directed otherwise during the course of the event/incident.

Sullivan Weather will provide guidance as needed during the activity/incident being supported for all cases.

Severe Criteria and Pro-Words *(In Order of Priority)*

Reports are Submitted via Voice on the Backbone Resources Using the Tools and Methods Specified

1. **Tornado** *(Waterspout if event is known to be on a body of water)*
 - include the general direction that spotter is looking using the 16-point compass format (North-Northeast, South-Southwest, etc.) in addition to the spotter's location
2. **Funnel Cloud**
 - include the general direction that spotter is looking using the 16-point compass format (North-Northeast, South-Southwest, etc.) in addition to the spotter's location
3. **Rotating Wall Cloud**
 - confirm that it is rotating
 - include the general direction that spotter is looking using the 16-point compass format (North-Northeast, South-Southwest, etc.) in addition to the spotter's location
4. **Severe Damage**
 - tree branches greater than 3" dia. snapped, trees uprooted
 - any structural damage to buildings (includes roof damage)
 - bent, snapped or collapsed light poles or traffic lights
 - downed power lines
 - crop damage
 - cave-ins and mud slides
 - sink holes
5. **Severe Winds**
 - **58MPH OR HIGHER**
 - indicate if speed is measured or estimated, but measured is always preferred
6. **Severe Hail**
 - **1 INCH OR GREATER** *(in numeric values only)*
 - indicate if hail size is measured or estimated, but measured is always preferred
7. **Severe Flooding**
 - water over river banks or dams
 - roads, bridges, or railroads washed out
 - impassable or closed roads
 - water out of banks that causes property damage

Click [here](#) for the Difference Between Flooding and Severe Flooding

Minor Criteria, Pro-Words and Method of Reporting (In Order of Priority)

a. When "All Valid Criteria" is Specified on Backbone

Reports are Submitted via Voice on the Backbone Resources Using the Tools and Methods Specified

OR

b. When "Severe Criteria Only" is Specified on Backbone

1. Reports are submitted via Standard Social Media Tools and methods specified (*preference is in the order shown*)

[Twitter](#)
[Facebook](#)

2. If the Standard Social Media Tools above are not available, use the following tools and methods specified (*preference is in the order shown*)

["Submit Storm Report" Page](#)
[E-mail to Office Webmaster Address](#)
[E-mail to Comms Desk](#)

Note: Field teams that collect many reports of similar minor criteria should contact Sullivan Weather on-air for guidance.

8. Minor Hail

- **¼ INCH TO 7/8 INCH (in numeric values only)**
- indicate if hail size is measured or estimated, but measured is always preferred
- anything less than ¼ inch should not be reported unless asked to do so by Sullivan Weather

9. Minor Damage

- any cosmetic damage to buildings & vehicles
- tree branches less than 3" dia. snapped causing power line damage or cosmetic damage to buildings & vehicles

10. Minor Flooding

- non-life-threatening / non-damaging water over curb
- water out of banks but confined to low lands and bottom lands (not impacting buildings)
- water on the roads

11. Visibility

- **less than 1/2 mile**
- Indicate if due to precipitation, fog, blowing dirt or smoke

12. Rainfall

- **measured amounts equal to or exceeding the rate of 1/4" per 15 minutes measured over at least 15 minutes (i. e., a measured rate greater than 1" per hour)**
- If possible, indicate the start time and the end time of the measurement period (i. e., "measured between 11:05am and 11:25am")

13. Minor Winds

- **40 mph to 57 mph**
- indicate if speed is measured or estimated, but measured is always preferred
- anything less than 40 mph should not be reported unless asked to do so by Sullivan Weather