



Our ref.: OBS/WIS/DMA/WWR-II

GENEVA, 8 June 2016

Annex: 1 (available in English only)

Subject: Collection of data from Region II for publication in World Weather Records 2015

Action required: Submission of data to the regional coordinating centre (see address below) at the earliest convenience **but not later than 31 July 2016**

Dear Sir/Madam,

Arrangements have now been made for the preparation and publication of the World Weather Records (WWR) 2015 series. As you may know, the Seventeenth World Meteorological Congress (Cg-17) noted the successful implementation of the new approach for annual submission of the World Weather Records and urged Members to submit their data in due time as described by Resolution 14 (EC-64) – Submission of World Weather Records on an annual basis.

The Commission for Basic Systems (CBS) invited CBS lead centres for GCOS to actively participate in the collection, compilation and the dissemination of these records as described in Resolution 14 (EC-64).

The Japan Meteorological Agency (JMA) in Tokyo, as a CBS lead centre in RA II, has kindly accepted to act as regional coordinating centre for the collection of the WWRs, i.e., to collect and edit the relevant data from Members of RA II for onward transmission for publication by the World Data Center for Meteorology, National Centers for Environmental Information (NCEI; formerly NCDC), Asheville, USA.

I therefore invite you to prepare the data from your country together with station notes. The data should cover 2015 and **if not yet submitted**, please also provide the data for the periods 1991-2000, 2001-2010 and the years 2011, 2012, 2013 and 2014. Our data bases are still showing big data gaps in most parts of the world for the mentioned periods and years.

The data elements to be included are monthly and annual means of station pressure, sea level pressure, mean temperature, maximum temperature and minimum temperature, and monthly and annual totals of precipitation. These data are needed for the stations published in WMO Publication No. 9, Volume A, Observing Stations (see: <http://www.wmo.int/pages/prog/www/ois/volume-a/vola-home.htm>). Additional stations are welcome, and should include data from the earliest record available.

To: Permanent Representatives of Members of Regional Association II (ASE-646)

cc: President and vice-president of Regional Association II)
 President and vice-president of CCI)
 President and vice-president of CBS) (for information)
 Director of the National Centers for Environmental)
 Information (NCEI), Asheville)

It is requested that data be digitized and provided in either EXCEL or text format, **preferably following the new draft guidelines as attached to this letter. A new EXCEL template** is available at http://www.wmo.int/pages/prog/wcp/wcdmp/GCDS_2.php. The previous guidelines including template are accessible through the same link and can be followed should any difficulty arise for Members from the new draft guidelines.

Please note that in the new draft guidelines the ASCII format option has been removed from the guidelines. In addition, various smaller technical and editorial modifications have been made and some practical context information has been added. I invite you to share your observations regarding the new draft guidelines by 30 September 2016 (contact information see below). Based on your feedback, it is planned to publish the new guidelines by the end of 2016 to be fully operational from 2017, i.e. collection of WWR 2016.

To facilitate the publication of data from Asia in the World Weather Records, I should be grateful if you would send your contribution at your earliest convenience to:

Mr Kenji Kamiguchi
GSN Monitoring Centre & CBS Lead Centre for GCOS Data
Japan Meteorological Agency (JMA)
Tel.: + 81 3 3212 8341
Fax: + 81 3 3211 8406
climatemonitor@met.kishou.go.jp

As an alternative, the data could also be sent to:

Mr Peer Hechler (OBS/WIS/DMA)
World Meteorological Organization
7 bis, avenue de la Paix
CH 1211 Geneva 2
Switzerland
Tel.: +41 (0) 22 730 82 24
wcdmp@wmo.int

I should like to emphasize the need to take the utmost care in the preparation of the material, adhering strictly to the formats indicated and providing all the required information relating to the stations. The station notes are considered an essential part of the whole presentation and should be prepared concurrently with the data listings.

Should you require further clarification, please do not hesitate to contact the WMO Data Management Applications Division (Mr Omar Baddour and Mr Peer Hechler: wcdmp@wmo.int).

Yours faithfully,



(E. Manaenkova)
for the Secretary-General

New Draft Guidelines for the Submission of the World Weather Records 2011+

Version 2.0, May 2016, WMO/DMA/PH

Draft

Table of Contents

I. BACKGROUND	3
I.1 History	3
I.2 Submission Channels of the WWRs	3
I.3 Quality Assurance and Accessibility of WWRs	3
II. METHODOLOGY FOR REPRESENTING THE WWRs	3
II.1 Data Elements	3
II.2 Data Format	4
Option 1: Excel	5
(a) Station Header Records	5
(b) Yearly Data Records	5
Option 2: Text	7
(a) Station Header Records	7
(b) Yearly Data Records	7
II.3 History Metadata (Station Notes)	8
Annex I: Proposed Collection Mechanism By Region	9
Annex II: Example Excel File (single station per tab)	10
Annex III: Example Text File (single station per file)	11
Annex IV: Station Notes Example	13

I. BACKGROUND

I.1 History

The World Weather Records (WWR) database contains historical monthly climatic data from land surface stations worldwide. First released in 1927, the WWR database has been widely employed in operational climate monitoring, international climate assessments, and numerous other applications. To date, there have been nine editions of WWR, the first containing data up through 1920, with each successive release containing data for another decade (i.e., 1921-1930, 1931-1940, 1941-1950, 1951-1960, 1961-1970, 1971-1980, 1981-1990, 1991-2000, 2001-2010). Since its inception, WWR has been produced by three different institutions: the Smithsonian Institution (1927, 1934, 1947); the U.S. Weather Bureau (1959, 1967); and the U.S. National Oceanic and Atmospheric Administration (NOAA; 1983, 1991, 2005). The current edition will also be produced by NOAA. It addresses the 2011+ period, consistent with WMO Secretariat guidance. However, the previous edition lacked data for many countries, posing an impediment to climate monitoring and assessment activities because of the decline in station coverage starting in 1991. The Sixteenth World Meteorological Congress, Geneva 2011, emphasized the importance of updating the World Weather Records continuously. It requested Members to complete the data sets for WWR 1991-2000, submit WWR for 2001-2010, and - starting from 2011- move towards annual updates of the WWR. This approach has been formalized through Resolution 14 (EC-64) - Submission of World Weather Records on an Annual Basis.

I.2 Submission Channels of the WWRs

Each WMO Member should submit two types of files to the responsible CBS Lead Center for GCOS or to WMO as appropriate (see suggested collection mechanisms in ANNEX-I). The first file type should contain station data for the country (single Excel file containing all stations OR single text file per station), and the second should contain a history Metadata file (ANNEX-IV). These files can be submitted via electronic mail following guidance provided by the WMO Secretariat or by a regional coordinating center. In the list of countries in ANNEX-I the responsible institutions are given for each Region including an E-mail address. In case of any question the Members are encouraged to contact WMO: wcdmp@wmo.int.

I.3 Quality Assurance and Accessibility of WWRs

WWRs can be accessed through the World Data Centre for Meteorology, National Centers for Environmental Information (NCEI), Asheville, United States of America at <http://www1.ncdc.noaa.gov/pub/data/wwr/>. It is planned to provide access to quality-controlled WWRs within six months of the WMO's submission deadline annually. Routine quality assurance reviews of NCEI focus on gross data problems and include format consistency checks, determination of duplication and reasonableness of submitted values and metadata.

II. METHODOLOGY FOR REPRESENTING THE WWRs

II.1 Data Elements

This document provides guidance on how to format data for submission to the current edition of WWR. As in the previous edition, the database will contain six climatic elements:

- (code 2) Monthly mean station pressure,
- (code 3) Monthly mean sea level pressure,
- (code 4) Monthly mean temperature,
- (code 5) Monthly mean maximum temperature,
- (code 6) Monthly mean minimum temperature,
- (code 7) Total monthly precipitation.

As practiced in recent years, monthly means of daily relative humidity can be submitted too:

- (code 8) Monthly mean relative humidity.*

The primary goal is to capture year-by-year, month-by-month data for each element at each station (e.g., total monthly precipitation for Geneva in January 2011, February 2011, ..., December 2015+). However, station metadata are also of particular importance. At a minimum these metadata should include station name, coordinates, and elevation. Preferably,

observation times, averaging formulas, instrumentation types, and station changes will also be documented. WMO Members should submit data for all of their surface stations that have an official WMO station index number.

II.2 Data Format

Each WMO Member should submit the WWRs data in either Excel or text file format. This section describes the format of these files, which are similar to previous editions of WWR. There are generally two record types in these formats:

- (a) Station Header records documenting basic station characteristics;
- (b) Yearly Data records with monthly and annual data for a particular year.

Note that Decadal Average (MEAN) and Climate Normal (CLINO) records are no longer necessary with this data submission.

Option 1: Excel

An example of a properly formatted Excel submission is given in ANNEX-II, and an electronic template is provided to Members. *A single Excel file should contain all stations for a given country, with a single station on each tab, and each tab containing a single station's elements.*

The first line for each station must be a Station Header record. There must be only one Station Header record for each station, and it should contain the most recent information for the station.

The next Yearly Data record section contains data for each climatic element for that station. Leave the element section blank if the station does not report that element.

(a) Station Header Records

Station Header records contain 14 fields documenting basic station characteristics. These characteristics should represent the most recent location of the station. Stated in tabular form, the contents include the following:

FIELD	COLUMNS	CONTENTS	NOTES
	1-2		Leave these columns blank
1	3-7	WMO number	5-digit with leading 0 if applicable, right-justified
2	8-8	Record type	1 = Station Header record
3	9-10	Degrees of latitude (0-90)	Right-justified
4	11-12	Minutes of latitude (0-59)	Right-justified
5	13-14	Seconds of latitude (if available, 0-59)	Right-justified
6	15-15	Hemisphere of latitude	N (Northern) or S (Southern)
7	16-18	Degrees of longitude (0-180)	Right-justified
8	19-20	Minutes of longitude (0-59)	Right-justified
9	21-22	Seconds of longitude (if available, 0-59)	Right-justified
10	23-23	Hemisphere of longitude	E (Eastern) or W (Western)
11	24-47	Name of country in English	Left-justified
12	48-71	Name of station in English	Left-justified
13	72-76	Height of station above sea level (whole meters)	Right-justified
14	77-83	Height of barometer above sea level (tenths of meters)	Right-justified

(b) Yearly Data Records

Each Yearly Data record contains monthly and annual data for a particular year. These records contain 17 fields documenting the WMO number, element type, year, monthly data values, and the annual value. Stated in tabular form, the contents include the following:

FIELD	COLUMNS	CONTENTS	NOTES
	1-2		Leave these columns blank
1	3-7	WMO number	5-digit with leading 0 if applicable, right-justified
2	8-8	Element type	2 = mean station pressure in tenths of hpa. 3 = mean sea level pressure in tenths of hpa. 4 = mean daily air temperature in tenths of a °C. 5 = total precipitation in tenths of a mm. 6 = mean daily maximum air temperature in tenths of a °C. 7 = mean daily minimum air temperature in tenths of a °C. 8 = mean of the daily relative humidity in whole percent.
3	9-12	Year	4-digits
4	13-13	Record type	Blank = Yearly Data record
5	14-18	January	If a value is missing, then leave the field blank. All values should be right-justified. Decimal points are implied (e.g., 1014.1 hpa should be entered as "10141"). If there is no value after the decimal, the last character should be
6	19-23	February	
7	24-28	March	
8	29-33	April	
9	34-38	May	
10	39-43	June	
11	44-48	July	
12	49-53	August	

13	54-58	September	"0" (e.g., 1014.0 hpa should be "10140").
14	59-63	October	
15	64-68	November	If the temperature is negative, the 1 st value of the field should be "-" (e.g., -13).
16	69-73	December	
17	74-78	Annual	If precipitation is zero, the field should be "0". If there was trace precipitation, the field should be "T".

If data are missing for an entire year, then only complete Fields 1-4.

Yearly Data can be provided only for the data-year in question but also for other data-years where data were not previously submitted or need to be corrected.

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Option 2: Text

An example of a properly formatted text file submission is given in ANNEX-III, and a template is provided. A single text file should contain one station containing that single station's elements.

The first section for each station must be a Station Header record. There must be only one Station Header record for each station, and it should contain the most recent information for the station.

The next Yearly Data record section contains data for each climatic element for that station. Leave the element section blank by using spaces if the station does not report that element. Do not use 9's or -9's or tabs to represent missing data.

(a) Station Header Records

Station Header records contain 7 rows documenting basic station characteristics. These characteristics should represent the most recent location of the station.

LINE	POSITION	CONTENTS	NOTES
1	40-44	WMO number	5-digit with leading 0 if applicable, left-justified
2	40-63	Name of station in English	Left-justified
3	40-63	Name of country in English	Left-justified
4	40-49	Latitude Degrees (0-90) Minutes (0-59) Seconds (0-59) Direction (N or S)	Left-justified, example 09 04 00N
5	40-50	Longitude Degrees (0-180) Minutes (0-59) Seconds (0-59) Direction (E or W)	Left-justified, example 000 45 59S
6	40-49	Height of station above sea level	Left-justified, whole meters
7	40-49	Height of barometer above sea level	Left-justified, tenths of meters, explicit decimal

(b) Yearly Data Records

Each Yearly Data record contains monthly and annual data for a particular year. These records contain 14 fields documenting the year, element type, monthly data values, and the annual value. Stated in tabular form, the contents include the following:

FIELD	COLUMNS	CONTENTS	NOTES
1	1-4	Year	4-digits
2	6-11	January	If a value is missing, then leave the field blank. All values should be right-justified. Decimal points should be explicitly noted except for relative humidity (which is rounded to whole percent). If there is no value after the decimal, the last character should be "0" (e.g., 1014 hpa should be "1014.0"). If the temperature is negative, the 1 st value of the field should be "-" (e.g., -13). If precipitation is zero, the field should be "0". If there was trace precipitation, the field should be "T".
3	13-18	February	
4	20-25	March	
5	27-32	April	
6	34-39	May	
7	41-46	June	
8	48-53	July	
9	55-60	August	
10	62-67	September	
11	69-74	October	
12	76-81	November	
13	83-88	December	
14	90-95	Annual	

If data are missing for an entire year, then only complete Field 1. *If data are missing for any months, use spaces to fill (not the tab key).*

Yearly Data can be provided only for the data-year in question but also for other data-years where data were not previously submitted or need to be corrected.

II.3 History Metadata (Station Notes)

Each WMO Member should submit one file containing all of the Metadata (station notes) for all of the stations in their country. There is no required format for this information, but there is some preferred content to make the greatest possible use of the submitted climatic data. Critical content includes the times of observation, the formulas used in computing means, and the types of instrumentation. To the extent possible, this information should be specific to each climatic element. Furthermore, it is extremely helpful if historical changes are explicitly documented for all types of metadata, including observation times, averaging formulas, instrumentation types, and basic parameters such as location and elevation. An example of station notes is given in ANNEX-IV.

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Annex I: Proposed Collection Mechanism By Region

Note: Members may choose to submit their WWRs through any of the below mentioned CBS Lead Centers for GCOS. Members are invited to notify WMO (wcdmp@wmo.int) should they decide to deviate from the below proposed scheme.

REGION	Countries (ENG)	Collection mechanism	Alternative
RA I	All Members of RA I	CBS Lead Center for GCOS Africa, Morocco (DMN); cbs.lead.centre.4gcos@gmail.com	WMO, Geneva; wcdmp@wmo.int
RA II	All Members of RA II	CBS Lead Center for GCOS Asia, Japan (JMA); climatemonitor@met.kishou.go.jp	WMO, Geneva; wcdmp@wmo.int
RA III	All Members of RA III	CBS Lead Center for GCOS South America, Chile (DMC)	WMO, Geneva; wcdmp@wmo.int
RA IV	All countries of RA IV	CBS Lead Center for GCOS North and Central America, Caribbean, USA (NCEI); gcoss.ncdc@noaa.gov	WMO, Geneva; wcdmp@wmo.int
RA V	All Members of RA V	CBS Lead Center for GCOS South West Pacific, Australia, (BOM); GCOS_Lead_Centre_RAV@bom.gov.au	WMO, Geneva; wcdmp@wmo.int
RA VI	All Members of RA VI	CBS Lead Center for GCOS Europe, Germany (DWD); christiana.lefebvre@dwd.de	WMO, Geneva; wcdmp@wmo.int

Annex II: Example Excel File (single station per tab)

World Weather Records Data Sheet, Single Station (All Elements)																																																																																				
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99999 8 2012 42 43 36 45 49 64 68 74 66 56 46 65 55																																																																																				
99999 8 2013 50 52 56 50 62 56 71 67 73 59 64 42 59																																																																																				
99999 8 2014 36 34 32 40 44 54 67 65 60 54 48 56 49																																																																																				
99999 8 2015 41 37 31 34 48 60 66 73 59 50 45 36 49																																																																																				
8 2016																																																																																				

Column Descriptions

A World Meteorological Organization (WMO) Number. 99999=Unassigned.

B *Element Designator Code.

1=Header Record,

2=Mean Station Pressure (tenths of hPa),

3=Mean Sea Level Pressure (tenths of hPa),

4=Mean Air Temperature (tenths of deg C),

5=Total Amount of Precipitation (tenths of mm),

6=Mean of the Daily Maximum Air Temperature (tenths of deg C),

7=Mean of the Daily Minimum Air Temperature (tenths of deg C),

8=Mean of the Daily Relative Humidity in whole percent

C Latitude. Format: DDMMSS (N or S), where DD=Degrees (00 to 90), MM=Minutes (00 to 59), SS=Seconds (00 to 59), N= North, S= South

D Longitude. Format: DDDMMSS (E or W), where DDD=Degrees (000 to 180), MM=Minutes (00 to 59), SS=Seconds (00 to 59), E = East, W = West

E Country Name (in English)

F Station Name (in English)

G Height of Station. Format: whole meters.

H Height of Barometer. Format: tenths of a meter (decimal implied).

I Year of Data.

J #Average Value Designator Code. Format: Blank=Yearly Data

K Monthly/Annual Data Values. Format: tenths of a deg C, mm, or hPa (decimal implied), blank=missing value, annual value mean of monthly values.

Precipitation: All values to tenths of a mm, annual value sum of monthly values,

zero precipitation indicated with a 0, trace precipitation total (>0 and <0.05 mm) indicated with a T.

Annex III: Example Text File (single station per file)

```

WMO Number: 85629
Station Name: CURICO GENERAL FREIRE
Country Name: CHILE
Latitude (DD MM SS N/S): 34 58 00 S
Longitude (DDD MM SS E/W): 071 14 00 W
Station Height (whole meters): 228
Barometer Height (meters, to tenths): 228.0

(2) Mean Station Pressure (tenths of hPa)

Year Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec MEAN
2011 989.0 986.9 989.1 989.8 990.0 993.8 993.2 992.9 993.5 991.6 989.9 988.3 990.7
2012 988.3 988.5 988.7 990.7 990.5 991.5 990.7 991.3 990.9 991.6 988.6 986.3 989.8
2013 985.2 986.3 987.3 988.3 989.5 991.4 991.2 991.9 992.9 990.1 989.1 987.8 989.3
2014 986.9 986.2 987.3 989.8 990.7 992.0 989.0 992.7 990.9 990.7 990.0 986.2 989.4
2015 987.5 986.1 986.3 990.3 990.1 990.0 991.4 992.7 990.4 989.6 988.7 988.1 989.3
2016

(3) Mean Sea Level Pressure (tenths of hPa)

Year Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec MEAN
2011 1015.1 1012.9 1015.4 1016.5 1016.9 1021.2 1020.6 1020.2 1020.6 1018.4 1016.3 1014.4 1017.4
2012 1014.3 1014.6 1015.0 1017.5 1017.7 1018.8 1017.9 1018.5 1017.8 1018.5 1015.0 1012.3 1016.5
2013 1011.0 1012.3 1013.6 1015.1 1016.7 1019.0 1018.6 1019.2 1020.0 1016.7 1015.3 1013.7 1015.9
2014 1012.8 1012.3 1013.6 1016.7 1018.0 1019.5 1016.3 1020.0 1017.8 1017.4 1016.6 1012.3 1016.1
2015 1013.5 1012.1 1012.6 1017.3 1017.2 1017.1 1018.7 1020.1 1017.3 1016.3 1015.0 1014.2 1016.0
2016

(4) Mean Daily Air Temperature (tenths of degrees Celsius)

Year Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec MEAN
2011 19.4 19.3 16.7 13.6 12.0 7.2 7.7 8.2 9.8 12.8 15.9 18.8 13.5
2012 19.9 18.6 16.4 12.7 9.6 8.3 9.3 8.8 11.7 12.5 14.9 19.7 13.5
2013 20.5 19.1 16.1 12.2 7.9 5.4 6.5 8.6 9.7 14.0 17.3 19.9 13.1
2014 20.3 18.2 16.4 11.4 8.3 6.1 7.4 7.6 10.9 13.1 15.1 18.1 12.7
2015 19.3 18.6 15.8 10.6 9.6 9.6 7.6 7.6 11.0 13.0 16.2 18.6 13.1
2016

(5) Total Precipitation (tenths of mm)

Year Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec MEAN
2011 11.7 0 0 2.4 191.1 75.2 44.6 110.8 33.7 18.9 0.2 0 488.6
2012 7.0 0 37.7 14.7 168.9 408.8 208.7 115.1 186.7 43.9 2.0 0 1193.5
2013 8.3 1.0 0.3 17.5 55.9 147.9 139.7 116.0 24.9 0.4 0 0.2 512.1
2014 0 1.5 3.0 22.4 203.7 135.2 390.3 108.3 65.2 47.4 6.7 0 983.7
2015 0.3 0 29.9 25.0 127.1 26.1 126.5 6.6 46.7 71.9 0.2 0 460.3
2016

(6) Mean Daily Maximum Air Temperature (tenths of degree Celsius)

Year Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec MEAN
2011 1.3 3.6 13.9 20.4 29.5 30.8 32.3 30.5 26.7 19.1 11.1 1.6 18.2
2012 5.9 10.1 16.3 20.0 27.9 28.5 32.7 30.6 27.1 16.1 8.3 0.5 18.7
2013 1.6 6.1 11.0 20.8 26.8 30.4 31.0 31.7 25.5 18.6 7.1 5.3 18.0
2014 2.6 8.2 13.4 22.3 26.4 30.4 30.7 29.3 26.7 20.0 11.9 3.1 18.8
2015 2.1 1.3 12.5 22.7 25.6 31.5 32.7 30.3 27.2 20.6 13.4 1.6 18.5
2016

(7) Mean Daily Minimum Air Temperature (tenths of degree Celsius)

Year Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec MEAN
2011 9.3 6.0 1.3 8.3 15.8 20.7 22.7 21.2 16.0 8.8 0.3 6.6 7.7
2012 5.2 2.8 3.2 8.9 15.4 19.4 22.8 21.5 14.3 5.7 1.6 6.2 8.0
2013 1.6 6.1 11.0 20.8 26.8 30.4 31.0 31.7 25.5 18.6 7.1 5.3 18.0
2014 2.6 8.2 13.4 22.3 26.4 30.4 30.7 29.3 26.7 20.0 11.9 3.1 18.8
2015 2.1 1.3 12.5 22.7 25.6 31.5 32.7 30.3 27.2 20.6 13.4 1.6 18.5
2016

(8) Mean of the Daily Relative Humidity (whole percent)

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[illegible]

Annex IV: Station Notes Example

TRINIDAD AND TOBAGO (2 stations)

General:

All observation hours were in local time. A total of 24 hourly observations per day were used in computing the means of temperature and pressure except at Crown Point. At this station, part time operation existed during June to December 1980; January 1976; 1977, and 1978; February, March, April 1976; and for February, March, and April 1978. Observation hours during these periods were 0700 to 2300 hours or 0800 to 22 hours.

At Piarco, the period of record of CLINO values for sea level pressure and temperature was 1946-1975. For precipitation it was 1946-1980. No CLINO exists for Crown Point since past records begin only in 1970.

Pressure:

Pressure was measured by a Kew Pattern barometer until 1974 after which a precision Aneroid type was used. Heights of the barometers were 13.4 meters at Piarco and 6.7 meters at Crown Point.

Temperature:

Thermometers, housed in a standard Stevenson Screen, were 1.2 meters above ground at both stations.

Precipitation:

Rainfall was measured by a pot gauge. A Tilting – Siphon rain recorder adjusted the pot gauge. Rainfall was measured four times daily at 0200, 0800, 1400, and 2000 hours local time at both stations except during part time operations at Crown Point. Heights of the rain gauges were .3 meters at Piarco, and 3 meters at Crown Point.

URUGUAY (13 stations)

General:

CLINO values correspond to the period 1951-80 for precipitation and 1946-1980 for other elements. Rain gauges and thermometers were located 1.5 meters above the ground.

Pressure and Temperature:

The monthly pressure and temperature values were both computed from the equation:
 $1/10(00+03+06+09+12+15+18+21 \text{ hours GMT} + \text{Mean Max} + \text{Mean Min})$

Precipitation:

The daily values were measured at 0900 hours GMT.