



## Aviation Weather Observing Bulletin

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### Elimination of the requirement for manual completion of Form 63-2322 and Form 63-2325 for NAV CANADA

NAV CANADA is in the process of installing HWOS (Human Weather Observation System) version 3.1 (or newer) at staffed sites. Version 3.1 (or newer) will eliminate the requirement for manual completion of *Surface Weather Record*, Form 63-2322, and *Monthly Summary of Instrument Malfunctions, Changes and New Installations*, Form 63-2325.

The electronic process incorporated in HWOS Version 3.1(or newer) meets the requirements of the regulator Transport Canada and Meteorological Service of Canada for the purpose of data retrieval, audit reports and accident reports.

**Note:** After the installation of HWOS version 3.1 (or newer) observers must continue to complete the forms 63-2322 and 63-2325 for the current month plus one extra month. This overlap period meets the requirement as stated by NAV CANADA.

Until the completion of the next scheduled audit it is required that all stations retain eighteen months of completed carbon copies of the *Surface Weather Record*, Form 63-2322, and *Monthly Summary of Instrument Malfunctions, Changes and New Installations*, Form 63-2325. Original completed forms are to be forwarded to MSC as per their previous method of delivery.

This aviation weather observing bulletin is a publication of the Meteorological Service of Canada, Monitoring and Data Services Directorate, Surface Weather and Aviation Networks. Comments or suggestions for content should be addressed to: Head, National Aviation Monitoring Section, 4905 Dufferin Street, Downsview, Ontario M3H 5T4