

A standard operating procedure (SOP) for Weather Radars operation, monitoring, maintenance and calibration.

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A standard operating procedure, or SOP, is a set of “step-by-step” instructions compiled by an organization to help users carry out complex routine operations. The information collected in to SOP should will help the present maintenance personnel in their work as well as the new maintenance personnel familiarizing themselves with operation, monitoring, maintenance and calibration procedures of radars.

This document prepared as an example of a SOP document and is written in generic way enabling it to be used independently of the weather radar manufacturer or radar type. With the help of such SOP, the maintenance personnel can monitor, maintain and calibrate the weather radars and make sure that all operations and tasks are made and taken care of. These procedures are to be followed to minimize variation, reduce errors, and ensure accuracy in measurement of meteorological radar parameters.

Procedures should be provide a description of who does what, and when. An SOP characterizes relationships and control measures. It defines the roles and responsibilities to help workers “find themselves” in the process. Procedures should be clarify different decision points and provide the necessary guidance on criteria to make a decision.

This SOP will have a two-tiered system that includes both procedures and work instructions. The procedures provide a general view of the higher level steps, whereas work instructions are significantly more detailed. One advantage of a two-tiered system is that SOP change less often, whereas work instructions may need to be changed or updated more frequently due to changes in radar network structure, equipment, or software. In this document, examples of instructions are not specified.

SOP is written in a concise, “step-by-step” , easy-to-read format. Also, is used a flow charts to illustrate the process being described.

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