

# Amateur Radio Emergency Service

## Operation Plan for the Southeast District

### Purpose:

Licensed radio amateurs have organized ARES for the purpose of Public Service during time of local emergencies or disasters.

### Objective:

To provide communications for the Public and Disaster Service organizations during the times that communications are not available or have been disrupted during the calamity or incident.

1. Activation of ARES.
  - A. Must be officially opened by one of the following:
    1. Section Manager
    2. Section Emergency Coordinator
    3. District Emergency Coordinator
    4. Assistant District Emergency Coordinator
    5. Sub Area Emergency Coordinator
    6. Sub Area Assistant Emergency Coordinator.
  - B. All Sub Area EC's and AEC's should maintain a list of the ARES members and their phone numbers that have registered to work in their respective area.
2. Call up Procedures:
  - A. Upon receipt of a call from an agency official that needs ARES communications, EC that receives the call shall:
    1. Assess the situation needs.
      - a. Do I have enough personnel in the area to meet the needs?
      - b. How long will the communications be required?
      - c. What type of communications will be needed?
  - B. The EC or AEC that activates the net must notify the DEC or ADEC that ARES has been activated and for what purpose.
  - C. The EC or AEC may request assistance from another sub area if needed by contacting the EC or AEC of that area and requesting assistance.

## 2. ACTIVATION PROCEDURE.

A. The EC that activates ARES will have the responsibility of establishing the Net Control frequencies and Net Control Operators. The EC will be responsible for all communications conducted during the ARES Operations.

1. The EC will establish the following nets if indicated;
  - a. Information Net and frequency
  - b. Operation Net and frequency
  - c. Tactical control and frequency.

### NOTE:

1. **ALL MEMBERS are encouraged to respond to the normal check-in net frequencies and check in if they are aware of an incident and are able to respond. The FIRST member on frequency should take check-ins and pass the list to the EC or NCS when they arrive on frequency.**
2. The NCS may be set up at the scene or at a remote location. The EC that is responsible for the operation will make this decision.

### C. Net Control responsibilities;

1. Information Net.
  - a. Provide incident situation information to amateurs on the air.
  - b. Recruit operators to assist the operation as needed.
  - c. Give volunteer operators the Operation frequency and NCS Call.
2. Operations Net.
  - a. Control ALL Traffic on the net.
  - b. Make assignments to volunteer operators.
  - c. Explain requirements and responsibilities to volunteer operators.
  - d. Maintain a log of the assignments including Call and Assignment.
3. Tactical Net.
  - a. May be Liaison with other services.
  - b. Notify Operations Net of additional operator needs.
  - c. Provide support to field operators if needed.
  - d. Maintain a log of incidents that occur.

**Operators responsibilities:**

1. Report to NCS upon arrival to location.
2. Remain at the location and on frequency until relieved or notify NCS of absence. **You are the communicator for that location.**
3. Report information requested or any unusual conditions or situations.
4. Report to NCS and request permission to secure before leaving location.

**NOTES:**

Remember that your reason for being in the area is to provide communications to get the needed assistance. You are not to participate in the situation unless it is a matter of life and death and you are qualified to handle the situation. Without your communication skills, the situation might become worse.

The radio operator will not accept information that is NOT authorized by the FCC to be transmitted over amateur radio.

When ARES has been activated, the amateur operators that respond are taking on the responsibility of providing the needed communications. This may mean that when you arrive at your assigned location, you may not be able to be relieved at the time promised. Therefore, when you accept an assignment, please do not jump into your car and go to the assignment. Evaluate your assignment, and take some of the items you might need to make the assignment more comfortable.

Do not forget warm clothes, extra batteries, power adapters, extra antennas, water or drinks, snacks, sleeping bags, and repair tools.

By taking the above precautions, you will enjoy your assignment more and the agencies that you are providing the communications for will know that they have an expert working with them.

**MESSAGES:**

During events, such as races and marathons, formal traffic may not be required. However, during an actual emergency, written traffic must be used. Make sure you have forms available and check with NCS for guidance.

Formal traffic must be signed and assigned a priority, Emergency, Priority, Welfare, or Routine.

(updated 10/9/01 by W6UPN)

