

EMERGENCY COMMUNICATION PLAN



Quick Reference Guide

Introduction

The purpose of the Parker Radio Association Emergency Communications Plan is to standardize communication among PRA club members and their families during natural and or manmade disasters. It is not intended to be a comprehensive guide for EMCOM Emergency Communications). **It is not a rescue plan, nor is it a replacement for communication with the emergency services.**

Amateur radio operators, or “Hams”, are inherently connected and informed during emergencies when conventional communications are disrupted. This usually leaves the Non-Ham operators disconnected and uninformed. There are comparatively very few licensed ham operators in our local communities, but there are many citizens in every community who can act as eyes and ears. These citizens often have no way of exchanging valuable, life-saving information to someone who could disseminate that information widely to others, such as Hams. Having an emergency communication plan, and the knowledge to use it, will not only help you during an emergency, but also your community.

The Parker Radio Association is committed to improving the safety and resilience of its members as well as their families. Experienced PRA members are standing by to help you and your family with step-by-step instruction on radio operation, antenna installation, communicating on the air. Many of your fellow PRA members joined with little or no radio skills. You will not be alone if you are a beginner, the PRA is a great place to learn. The safety of you and your family is worth learning just a few basic radio skills.

The Basics


We want to bring the beginner or novice communicator up to a basic level of understanding and proficiency to effectively communicate via radio. Let's break things down a bit and make this more digestible. Zooming out a bit and getting an overview, if we Prepare, Practice and then Implement we can become very comfortable with Emergency Communications. An old quote I have learned to live by is “If you stay ready, you don't have to get ready!”

Preparing: Well, this is where you will be getting all the parts and pieces together. Let's start with the Radio or plural if you are going all in here. You will need a radio for VHF/UHF, and a radio for HF if your license is a General or above. Then you will need antenna(s) for each band the radio can operate. You will need a power supply; this may be both shore power and/or battery. A laptop or suitable PC and all the necessary cabling to link all these parts. Ok so we have the hardware accounted for the other big component in preparing is a PLAN to put it to use. We at Parker Radio Association have taken care of this part, by putting this Emergency Communications Plan together that will guide you through just how and when you will be communicating.

Practice: This is where your participation in our Nets has already been happening. We have been having both weekly nets and pop up EMCOM nets over the last few months. Don't worry if you have missed these, we will be doing a lot more of them. Start with just participating in any of our nets as you get more comfortable take on the challenge of becoming the net control station for a net. All of your participation is a great way to test the readiness of your equipment and plan.

Implementation: Well, you might think that this has already been covered, and you are partially right if you have been preparing and practicing like above you are most of the way here. Implementation should become second nature and more of just a reaction to a situation. What we want for you here is to just be comfortable with both your equipment and the plan to use it and you do it without a lot of thought or frustration.

The Plan

 Operational Times and Bands				
Time	Description	Frequency	Mode	Notes
0800 1400 2000 0200	PRA Repeater System	145.250 -600 Tone 123 449.425 -5Khz Tone 123 448.775 -5khz Tone 123	FM	Directed Net
0830 1430 2030 0230	Simplex	146.460 No Tone	FM	
0900 1500	HF	7.242MHz +/- 5KHz	LSB	
2100 0300	HF	3.818 MHz +/- 5KHz	LSB	
Anytime	HF JS8Call	7.078 MHz	JS8Call	Message Exchange

This is a great starting point for any EMCOM need including Weather, Disaster or Disturbance related situations. Please note that this is a rolling 6-hour schedule for any particular band of operation. We at the Parker Radio Association practice on this schedule and more often than not as an informal net with just check in or exchange of local conditions. We encourage all licensed Ham Operators to participate at the level of their license in the above schedule. For quick reference anything highlighted in blue will need a General or above license.

We encourage any licensed operator to jump in and take on a net listed above, there is no special permission or prior notification needed to become a net control station.

Should a need arise for a more formal net you will find an example script for such occasion attached. If you want a general net control script see our web page at WWW.ParkerRadio.org

Keep in mind these scripts are just guides and you can handle any net with your preferred script, plan or outline as you are the Net Controller!

Emergency Network Script Template and Log Sheet

Is this frequency in use?

Pause with mike off.

Attention all stations.

This is a (Weather, Disaster, or Civil) emergency net. This is the Parker Radio Association (Time), (Band) emergency net. My name is _____, and my call sign is _____, and I am your Net Control Station for this net. This is a directed net so please direct all communications through net control. Please do not transmit unless directed by net control.

Does anyone have Emergency life threatening traffic? Check in with your call sign now.

Take check-ins now from those with life threatening, emergency traffic. Write down their call signs. Start with whichever call sign you want and then go on to the next.

(First Emergency Call Sign) this is (Your Call Sign).

Go ahead with your traffic, location first.

Write down the message.

Repeat back the message that you are told.

(Their Call Sign) this is (Your Call Sign).

I copy you are at (Their Location). The priority emergency is (Their Emergency).

Is this correct?

Quickly decide how to assist the person with the emergency. A perfect solution to the problem is not required. Do your best and move on to the next emergency.

Tell the person how you will assist them. If possible, give an estimated time of arrival for assistance.

(Their Call Sign) this is (Your Call Sign).

I will notify (Service) for (Type Of Assistance).

(Their Call Sign) Standby.

Now call 911, a local responder, etc... As appropriate.

(Their Call Sign) this is (Your Call Sign).

I have called 911 and reported the emergency. Help is on the way. Estimated time of arrival is (Time Given By 911 Dispatch). How copy?

Continue through the list of emergency traffic.

(N Call Sign) this is (Your Call Sign).

Go ahead with your priority traffic, location first.

After all priority traffic has been concluded. Ask if there is any more.

Anyone else with priority, life threatening, emergency traffic? Check in with your call sign now.

Take care of these last priority messages. When you are done, take a deep breath, and shake out your hands. Seriously, do it. It's a proven technique to reduce stress during emergencies.

We will now take general check-ins for the net, followed by net control calling on everyone who checked in. Limit all traffic to emergency or Priority information only.

Take check-ins now. Start with whichever call sign prefix you want to start with then pick up each additional prefix. You need to cover "A", "N", "K", "W".

We will now take check-ins for call signs beginning with "A" Alpha.

Write down the call signs that check-in.

After check-ins say:

Limit all traffic to emergency or priority information only.

Then go back to the top and run through the list of call signs.

(First Call Sign) you are at the top of the list, over to you. Next is (Next Call Sign).

Once everyone has been called on, look for any additional check-ins.

Last call. Anyone anywhere for final check-ins for the Parker Radio Association (Time) (Band) emergency analog net, come now.

Go through any additional check-ins and their traffic.

Issue a closing statement:

This is the Parker Radio Association (Time) (Band) emergency analog net. The next Parker Radio Association (Band) emergency analog net is at (Time). The next Parker Radio Association (Band) emergency analog net is at (Time).

This net is now closed. (Your Call Sign)

[illegible]



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Phonetics and CW

A -ALPHA	N -NOVEMBER
B -BRAVO	O -OSCAR
C -CHARLIE	P -PAPA
D -DELTA	Q -QUEBEC
E -ECHO	R -ROMEO
F -FOXTROT	S -SIERRA
G -GOLF	T -TANGO
H -HOTEL	U -UNIFORM
I -INDIA	V -VICTOR
J -JULIET	W -WHISKEY
K -KILO	X -X-RAY
L -LIMA	Y -YANKEE
M -MIKE	Z -ZULU

MORSE CODE

A •—	J •— — —	S •••
B —•••	K —•—	T —
C —•—•	L •—••	U ••—
D —••	M — —	V •••—
E •	N —•	W •— —
F ••—•	O — — —	X —••—
G — —•	P •—••	Y —•— —
H ••••	Q —•—•	Z — —••
I ••	R •—•	