

North West Harris County ARES® Net Procedures

WEEKLY TRAINING NET

This net meets each Sunday evening at 8 PM local time, on a repeater or simplex frequency. The net frequency changes each week, according to the schedule under NET PREAMBLE. The first Sunday of each month, the net is on the frequency listed at 1- below, the 2nd Sunday, 2 below, etc.

Duties of Backup Net Control:

- Be prepared to start the weekly training net as would the Primary Net Control.
- Start the Net if the Primary Net control fails to come up within 5 minutes of schedule.
- Start the Net if specifically requested to by the scheduled Primary Net Control.
- Be prepared to assume net control at the request of Primary Net Control or if primary net control drops off without notice and ask for a backup net control station.
- Especially for a simplex net act as relay, if needed, for stations not heard by the Primary Net Control.
- Monitor and record digital check-ins and confirm the call signs received at the end of the net.
- At the conclusion of the net, confirm with the Primary Net Control the total number of voice and digital check-ins as well as total net time to all NC's and BUNC's.
- Keep the original records of the weekly training net for one (1) month. If the net was an emergency net, and not a drill, maintain the records for twelve (12) months or transfer to the EC.

The primary and backup Net Control Station should be prepared at 7:45 PM local time. The primary net control makes the following announcements unless backup net control has accepted the responsibility.

Important Procedure Information: _

- At 7:50 PM and 7:55 PM local time, make the following announcement on the net repeater and 147.00.
- If the repeater is down or has issues, the net should be moved to the backup frequency (147.00 (+) 103.5hz). If possible, make that announcement on the repeater output frequency. Make the announcement that the repeater has issues and the net will be moved to 147.00. Have the Back up Net Control station stay on the repeater to make this announcement. After a few minutes, the BNCS should move to the frequency the net is being conducted.

This is (your call) I will begin the North West Harris County Amateur Radio Emergency Service Net in <10 or 5> minutes. A clear frequency for the net will be appreciated.

NET PREAMBLE

Calling the North West Harris County Amateur Radio Emergency Service Net

This is (*your call*) primary net control station for tonight's net. Is tonight's backup net control station on frequency?

Tonight we are using the _____ repeater, with the permission of the repeater trustee _____. This repeater requires a sub-audible tone of _____ Hertz for access. If your transmitter does not have this tone, transmit simplex on the repeater output frequency.

1st Sunday, 146.720 MHz (-) (123.0) Rosehill Repeater – Trustee Michael Dietrich (KB5FLX)
2nd Sunday, 147.000 MHz (+) (103.5) Cypress Repeater - Trustee Lance Rumfield (WD5X)
3rd Sunday, 145.370 MHz (-) (123.0) Harris County OEM Repeater – Trustee Joey Clements (W5BAK)
4th Sunday, 146.840 MHz (-) (103.5) City of Houston OEM Repeater –Trustee Ashley Gonzalez (KG5HNC) Backup/info 147.000 MHz (+) (103.5) Cypress Repeater - Trustee Lance Rumfield (WD5X)

For information on becoming an ARES member please log on to the ARRL South Texas ARES database at www.arrlstx.org. When enter the required information this also completes the FSD-98 form which is required for membership in ARES. Existing members should also log in to the STX site to update their information.

For digital check-ins please send a winlink message to: k5tbn@winlink.org, kd5cq@winlink.org, ke5fga@winlink.org, n5zkd@winlink.org, ae5pa@winlink.org, and n5tcb@winlink.org and your personal email. Checking in with digital and voice modes is encouraged as it verifies that both of your systems are working. Utilize VHF, UHF and HF whenever possible. Be sure to list the gateway, the frequency, and the mode, if relevant. This information is essential for our records.

For digital operations tonight we are using the (nights repeater) frequency on (gateway) Gateway. If you cannot check in on the identified Gateway check-in on any alternate gateway that you can reach.

1st Sunday, 145.070 MHz W0MAC-10 Spring, TX (also primary alternate)
2nd Sunday, 145.070 MHz W5SI-10 Humble, TX
3rd Sunday, 145.090 MHz KB5HCD-10 NW Houston, TX
4th Sunday, 144.990 MHz N5TRS-11 Houston, TX
Alternate, 145.070 MHz W0MAC-12 1960
If you can check in via UHF please do so
Any Sunday, 446.150 MHz KB5HCD-11 NW Houston, TX
Any Sunday, 446.150 MHz W0MAC-11 Spring, TX
Any Sunday, 446.100 MHz N5TRS-12 NW Houston, TX

This is a directed net; all stations are requested to remain on frequency until the net closes. If necessary to leave the net, please notify net control. This net is open to ALL licensed Amateur Radio Operators in addition to the North West Harris County ARES Unit members.

- Acknowledge the call signs you hear before asking for more stations.
- Call each station that checked in with traffic, in the order they checked in, asking each one: Their name, and the nature of their traffic
- Based upon the nature of their traffic, you decide if the traffic should be passed now, or if it is part of the training. If appropriate, call each station that listed traffic, and have them pass it now. Generally, allow these stations to make their announcements before proceeding.
- (Make two calls for each group. Any missed calls will be picked up later)

This is (your call) Do we have any stations that wish to check in that have training or traffic for the net? Please call now.

I will take check-ins from stations with call signs ending in A alpha through L lima. Give your call sign slowly using ITU phonetics and indicate if you are checking in digitally as well.

Acknowledge the call signs you hear before asking for more stations, continue when no one answers

I will now take check-ins from stations with call signs ending in M Mike through Z Zulu. And again, give your call sign slowly using ITU phonetics and indicate if you are checking in digitally as well.

Acknowledge the call signs you hear before asking for more stations, continue when no one answers

A final call for check-ins will be made at the end of the net.

Present the training material, or call for the station with the training assignment to present the training. Following training, call each station in the order they checked in, asking each one their name, and if they have any questions or comments on the training.

This is <your call>_____do we have any further check-ins for the NW Unit, District 14, ARES Net. Give your call sign slowly using ITU phonetics and indicate if you are checking in digitally as well.

Acknowledge the call signs you hear before asking for more stations, continue when no one answers. Call each station in the order they checked in, asking each one their name, and if they have any traffic for the net

Do we have any further business for tonight's net before we close it and get the digital report?

**We'll now go to our BUNC for the evening for the digital report. <BU call>
The net is yours.**

This is <BU call>with the following digital check-ins for this evening.

BUNC will list the check-ins by call sign for VHF, UHF and HF. Any missing digital check-in will be reported as pending. Any station reporting a digital check-in at the beginning and not recorded by the BUNC need to be addressed. Once this is completed the BUNC will return control of the net to the primary NC.

This is <BU call>that completes the digital report for this evening. Back to NC.

This is_____now closing the net. This net meets each Sunday evening at 8 PM local time, rotating each week among several repeaters. Next week we will be on the (next week's repeater) (Every fifth Sunday we have a wide area net starting at 7 PM local time.)

I thank the repeater group for the use of their repeater and the users of this repeater for giving us a clear frequency to conduct this net. This repeater is now available for general radio use.

After the net has concluded, the BU is to send an email to jmorob@gmail.com, abounds5@gmail.com, bngillis@swbell.net, jawalter6@comcast.net, n5zkd@sbcglobal.net. The message should include the call sign, total number of check-ins and the total time the net was in operation.

EMERGENCY NET PROCEDURE

(Only use during Emergency Activation)

To be used only for authorized emergency activation of the net.

Calling the North West Harris County Amateur Radio Emergency Service Net

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This is <your call>_____, net control station for this net.

This net is being activated at the direction of the North West Harris County ARES

(Duty Officer, Officer In Charge (OIC), Emergency Coordinator, Assistant Emergency Coordinator):

- due to an emergency
- due to a potential emergency
- as a drill
- as an exercise

and with the permission of the (fill-in)_____ (club or group) and the repeater trustee _____.

This repeater requires a sub-audible tone of (fill-in)_____ Hertz for access. If your transmitter does not have this tone, transmit simplex on the repeater output frequency.

This is a directed net, address all transmissions to Net Control by giving your call sign only, then wait for instructions from Net Control.

Any station with emergency or priority traffic may break in at any time by giving their call sign and stating "emergency traffic," or "priority traffic," as appropriate.

Emergency traffic is defined as any immediate threat to life or property.

Priority traffic is any official message to or from any public service organization.

- Briefly describe the emergency situation, drill or exercise.
- Call for check-ins, if appropriate.
- Prepare a resource list, if appropriate.
- Announce back up frequencies and net control stations.

When checking in to the net, give your call sign only. All stations are requested to remain on frequency until the net closes. If necessary to leave the net, notify Net Control.

I will now take check-ins from stations with call sign suffixes beginning:

A alpha through L lima

- acknowledge the call signs you hear before asking for more stations, continue when no one answers

M mike through Z zulu

- acknowledge the call signs you hear before asking for more stations, continue when no one answers

Call each station and request the information on the Resource List form

- **Repeat the above (including repeater frequency and sub-audible tone) as necessary, and until directed otherwise by the OIC or EC.**

- **Maintain a log of all check-ins and traffic on the net. This information will be reported at the end of the exercise.**