

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.
- Record the call signs of all stations that check-in to the net, and their traffic.
- Be prepared to assume net control at the request of Primary Net Control.
- Take over as Primary Net Control 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.
- At the conclusion of the net, confirm with the Primary Net Control the total number of check-ins and total net time. Email or give a verbal a Net Control report, consisting of the check-in count and total net time, to the Administration AEC (aresinfo@n5lyg.org) as soon as it is practical to do so after the conclusion of a net.
- 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 type of records created and retained may depend on the type of net controlled.
- The Backup Net Control backs up the NCS in case the NCS is not able to make the session or leaves the net for any reason.
- **The BNCS should monitor the net operation, record all the same information that the net control does, and be prepared to step in immediately and assume the net control duties should it become necessary for any reason.** If the BNCS has to step in, the BNCS now becomes the NCS. Now that you are the NCS, you should ask for a BNCS. The new NCS should take a few minutes and get the new BNCS up to speed (pending traffic, stations that have checked in, etc.).
- The BCNS should be called upon for relay help under difficult radio conditions. The NCS may ask additional stations to be assistant net controls for such purposes.

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 Information:

- **At 7:50 PM and 7:55 PM local time, make the following announcement on the net repeater/frequency 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.

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NET PREAMBLE

Calling the North West Harris County Amateur Radio Emergency Service Net

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?

IF ON A REPEATER (skip this section if on simplex):

Tonight we are using the (fill-in group name) _____ repeater, with the permission of the repeater trustee (fill-in call sign) _____. 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.

- 1) 146.66 MHz (-) (141.3) Northwest Amateur Radio Society – trustee Ken Harlan (KA5AKG)
- 2) 147.000 MHz (+) (103.5) Cypress Repeater - trustee John Callahan, (KR5K)
- 3) 146.88 MHz (-) (103.5) Houston Repeater Group
- 4) 444.600 (+) (71.9) Houston Repeater Group
- 5) 147.00 MHz (+) (103.5) and 444.600 (+) (71.9)

CONTINUE HERE FOR BOTH SIMPLEX AND REPEATERS:

For information on becoming an ARES member, send an email to aresinfo@n5lyg.org. Please join our Yahoo Group, "nw hc_ ares", where you will find further information on membership and activities.

Please log on to the ARES database to add or update your information. The ARES database is www.harriscountyares.org/aresdb. **If you have digital capabilities, please send a Winlink message to digitalcheckins@nw hcares.org.**

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.

- 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)

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

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

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

A alpha through Z zulu

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

Any late check-ins will be taken at the end of the net.

- Present the training material, or call for the station with the training assignment to present the training.

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- 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>_____ I will now take late check-ins for the North West Harris County ARES net. When checking in to the net, give your call sign only.

I will now take check-ins from A alpha through Z Zulu.

- 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

Is there any further business for the net?

This is <your call>_____ now closing the North West Harris County ARES net. This net meets each Sunday evening at 8 PM local time, rotating each week among several repeaters. This net will meet next Sunday night on the (fill-in)_____ repeater or frequency.

- 1) Northwest Amateur Radio Society on 146.660 (-)
- 2) Cypress Repeater on 147.000 (+)
- 3) Houston Repeater Group on 146.880 (-)
- 4) Houston Repeater Group on 444.600 (+)
- 5) 147.00 MHz (+) and 444.600 (+)

I thank the (see above) _____ club or group and the other 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, please send a message to (aresinfo@n5lyg.org). The message should include the call sign, total number of check-ins and the total time the net was in operation.

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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

Calling the North West Harris County Amateur Radio Emergency Service Net

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 reported at the end of the exercise.**