

DIS-101.A
Mobilization Procedure

EXCERPTED from **District 14 Emergency Communications Plan (DIS-101)**

Prepared Oct. 6, 2017 by KE5JBW

Tonight's training is taken from Section 4 of the District 14 Emergency Communications Plan, and will focus on terminology, protocols and instructions regarding a mobilization for District 14, or any of its individual units.

Each Unit EC, or an AEC, will initiate mobilization by direction of the ARES® South Texas Section SEC or District 14 ARES® DEC. Instructions, including frequencies, will be given with directions for stations to be dispatched to shelters, assembly areas, or the situation site itself, as appropriate.

Net control may be handled from Transtar, a mobile unit in route, or other fixed station location depending on availability, requirements and severity of the situation. Units should monitor the 147.000 MHz (+) 103.5 District 14 ARES® bulletin/information repeater for information concerning the alert and/or mobilization, until otherwise directed by their Unit EC or other Unit official. It is the responsibility of each Unit EC to ensure that contact is maintained with the District throughout any incident, event or training scenario.

The appropriate duty officer, EC or AEC, will activate the email alert system and if telephone service is available, may also activate a telephone tree, which may be via text messages rather than voice. The Section or District EC will activate the automated alert system. All District 14 ARES® members should check their email, monitor their phones and cell phones, and monitor the regularly utilized repeater frequencies, especially the District 14 ARES® information / bulletin repeater 147.000 MHz (+) PL 103.5 Hz.

When notification, or knowledge, that a communications emergency exists, members of each unit will check into their designated unit's local net and remain on frequency for instructions. The repeaters in use by all units will be announced on the 147.000 MHz (+) 103.5 information / bulletin repeater. Each unit will announce the specific net frequencies for their areas of responsibility.

Tactical control will be on the announced primary tactical repeater for each unit in accordance with their emergency plan. The actual location of the net control station will be as directed by the unit Communication Incident Commander, and appropriate to the specific emergency situation. The net control station will list all stations on frequency, and identify the simplex relay stations in the event that simplex operation is required. Simplex frequencies shall be published within the each unit's communication plan. The national simplex calling frequency is 146.520 MHz and should not be used as a NET frequency. 146.520 MHz should be used as a

calling frequency or simplex frequency to make announcements directing volunteers to other frequencies.

Anticipate that in the confusion that inevitably occurs during the early stages of an emergency, you may be refused admittance to an area to which you have been dispatched. Be courteous. Attempt to explain. Follow the orders of the person in charge, or the official with whom you are in contact. Call the NCS and standby for further instructions. Be courteous and maintain a positive attitude. Always think in terms of how can I make this work to the best advantage of the mission. Tact and diplomacy work extremely well. Be part of the solution and do not become a part of the problem.

NO District 14 ARES® personnel are authorized to go to the scene of an emergency or disaster without authorization, or an invitation from the on-scene commander, or individual in charge at the site. REPEAT: NO District 14 ARES® personnel are authorized to go to the scene of an emergency or disaster without authorization, or an invitation from the on-scene commander, or individual in charge at the site.

Mobile stations and assigned personnel may proceed to assembly areas in the general vicinity to await further instructions and authorization. The assembly areas may be announced on the net or disseminated prior to the event. When assembly areas are required, and designated, an Intake Coordinator shall be dispatched to the assembly areas as needed. The Intake Coordinator disseminates instructions and directions to volunteers. The Intake Coordinator, using the appropriate ICS forms, will maintain an accurate and clearly legible record of all who have checked in and the location(s) to which they have been dispatched. This record will be passed to the relief Intake Coordinators and turned over to Logistics when the event has been secured. Accurate records of participating ARES® personnel are extremely important and must be retained. In an actual emergency, training exercise or drill, the NCS may operate from a “Key Station”. Key stations may be extensively utilized during any communications emergency or training exercise. In order to be designated a Key Station, the station must have full emergency power capability, and in an actual emergency the station would have relief operators assigned to ensure that continuous operation over a prolonged period will be sustained.

There is one permanently designated Key Station used by District 14 ARES®: it is Harris County Transtar, and it is the Homeland Security and Office of Emergency Management for Harris County. Its call sign is N5TRS, and it is the Primary Key Station for District 14 ARES®. It is located in the NW Unit boundaries of Harris County.

This concludes tonight’s training on Mobilization Procedure. This was excerpted from the District 14 Emergency Communications Plan, which can be found in the training section of the Harris County ARES website.