



**ARRL Northwest Division
Western Washington Section
Region 5 (Pierce County)
Amateur Radio Emergency Service**

Emergency Protocol

Prepare & Practice

1. Prepare ahead of time - maintain a radio jump kit and 72 hours of personal items and supplies.
2. Familiarize yourself with Incident Command System and National Incident Management System (ARES is a communications support within the LOGISTICS pod).
3. Practice sending & copying NTS format messages - HF/VHF/UHF/Digital
4. Make sure to have all Region 5/Zone Frequencies written down and accessible at all times.
5. Assure that you and your family or co-workers have a home/work emergency plan in place.

In an Emergency:

1. **Listen & Follow:** Tune to your Zone/Team frequencies and listen. Follow the instructions of the Net Control Station (NCS) at all times. Emergency traffic may break in at any time.
2. **Lead:** If there is no NCS, then your job is to serve as the net NCS. The role of the Net Control Station (NCS) is to manage the flow of message traffic from station to station. Traffic follows the sequence of EMERGENCY, PRIORITY, ROUTINE. The NCS should not, if at all possible, move traffic from net to net themselves, but delegate to another station. This assures a smooth flow of communication during an emergency and reduces confusion.
 1. **Call the Net:** "This is the Amateur Radio Emergency Services Region 5 Zone/Team X Net. This is a directed net. Stations with emergency or priority traffic may break in at any time. The purpose of this net is to support emergency communications. All amateurs are asked to stand by until recognized by the Net Control Station." Make this announcement & identify your call sign at least every 10 minutes.
 2. **Call for check-ins/Traffic.** "Stations with traffic may check in at this time. Please give your call sign, name, location, and list any traffic for the net. Please list traffic as EMERGENCY, PRIORITY, or ROUTINE. (example 'I have 1 emergency for Pierce County DEM')"
 3. **Call for general check-ins:** "All stations without traffic may check in at this time. Please provide your call sign, name, location, and condition report for your location."
 4. **Assign an Alternate NCS (ALTNCS):** This station should copy all call signs and traffic for redundancy and act as a relay station for weak stations. This station should then fill in as NCS when requested by the NCS.
 5. **Assign Net Traffic Station (ZTS) for monitoring two VHF/UHF frequencies and/or HF.** Assign an Assign the ZTS station to monitor the Region Net (145.370 W7AAO/146.640 KB7CNN), and/ or State HF Net on 3.985 LSB or 7.245 LSB in addition to the Zone net.
 6. **Record information accurately.** All station should keep notes and send to Zone/Team EC at end of emergency or exercise. All Zone/Team ECs should send these to the DEC.

FAMILIARIZE YOURSELF WITH AND USE 25/50 WORD ARRL OR DEM MESSAGE FORMATS