

VHF Amateur Radio Kit Drill

Multnomah County ARES – Portland Office of Emergency Management – PF&R
October 9, 2010



- **8 – 8:45 AM Set-Up:** Arrive at your designated fire station (or other drill location), get the orange radio kit box at that location and set up the radio kit. Set-up instructions are in the box. If the fire crew is out, call 503.969-4701. Drill participants without ham licenses are welcome to assist in setting up the radio kit. However, to operate the radio you will need either a ham license or be under the supervision of a licensed ham at your location. After set-up, turn on the radio and:
 - Put radio on the drill repeater channel, **Memory #2** (147.28+ pl 167.9). *Note: if there is a problem with that repeater we will move to the alternate repeater on Memory #3 (146.94-).*
 - Listen for Net Control. Follow Net Control's directions.
- **9:00 AM Roll-Call:** Drill Begins with a roll-call by Net Control on the repeater. The order of the roll call is shown on the next page. Write down the call sign of the ham at each drill location in the sheet's left hand column.
- **Simplex Test:** After the roll-call, Net Control will announce on the repeater that everyone is to turn their radio to the simplex test frequency, **Memory #9** (146.460). Net Control will conduct a second roll-call on simplex, asking for a signal report from each station. Listen to each station as they check in and circle the signal strength and readability that you hear at your location.
- **Message Traffic Test:** After the simplex roll-call, a few designated radio stations will open sealed test message envelopes. These stations are to relay the message they find in the envelope to Net Control over the air. Stations without sealed message envelopes are to copy down each message they hear using the attached message form. The purpose of this part of the drill is to demonstrate and practice formal message handling procedures over the radio.
- **12:00 noon Drill Ends:** Break down the radio kit and place it in its orange box. Return the orange box to the fire station personnel. *Note: Please write down on this sheet any problems you find with the kit, such as missing parts or malfunctions. The kit notebook has an inventory list. Return your drill worksheet to the Portland Office of Emergency Management, attention William Warren.*
- **1:00 - 3:00 PM Hot Wash:** For those who are interested there will be a meeting to review the drill at Portland Fire & Rescue Training classroom, 4800 NE 122nd Ave (next door to Fire Station 2). Bring a sack lunch if you like, and hand in your drill worksheet.

###



ARES Simplex Test (Multnomah County VHF Radio-Kits)

Date: _____

My Station Information

<i>Call Sign:</i>	
<i>Location:</i>	
<i>Power:</i>	
<i>Antenna:</i>	
<i>Radio:</i>	
<i>Frequency:</i>	
<i>Net Control Preamble:</i>	<p>"This is the Multnomah County A R E S exercise net. This is a directed net. Today's drill begins with a check-in of all participating radio stations on this repeater. As stations check in, please write down their call sign on your drill record sheet. REPEAT: Write down the call sign of every station you hear check in on this repeater. After the check-in, we then move to a simplex frequency for the simplex test. During the simplex test circle the readability and strength of each radio station you hear. Let's begin the check-in:"</p> <ul style="list-style-type: none"> • (Net Control asks stations to check in by order of fire station number. Example: "Fire Station 1, please check-in with your call sign." After check-ins, announce :) <p>"Attention all stations, this is Net Control: Move to simplex frequency 146.460 which is memory position number 9. REPEAT: All stations move to memory position number 9 for the simplex test. If you get lost or need help, come back to this repeater."</p> <ul style="list-style-type: none"> • (Move to Memory #9. Net control calls the roll of stations. Example: "Fire Station 1 give me a signal report." If Net Control can't hear a station, announce :) ○ Net Control cannot copy _____. Can anyone copy _____? (The station that hears the missing station calls them and gets a signal report.)

Station Heard Call Sign	Their Signal	Their Readability	Their Location	My Signal	My Readability
	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE	Net Control: Portland ECC	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE
	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE	Fire Station #1	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE
	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE	Fire Station #2	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE
	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE	Fire Station #3	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE
	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE	Fire Station #4	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE
	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE	Fire Station #5	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE
	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE	Fire Station #6	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE
	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE	Fire Station #7	LOUD GOOD WEAK	CLEAR READABLE UNREADABLE

RADIOGRAM MESSAGE FORM

PREAMBLE:

Message #	Precedence*	HX (optional)*	Radio Station of Origin	Check (# words)	Place of Origin (city)	Time Filed (optional)	Date Filed
-----------	-------------	----------------	-------------------------	-----------------	------------------------	-----------------------	------------

TO:

Name: _____

Email: (optional) _____

(BREAK)

MESSAGE: one word in each square, # of squares = "Check" No punctuation, X = period ? !

					5
					10
					15
					20
					25
					30
					35
					40
					45
					50

(BREAK)

FROM: ("Signature")

Name: _____

Email: (optional) _____

(END OF MESSAGE)

Radio Operator Notes

Station: _____ Name: _____ Phone: _____ Email: _____

Received This Message			Sent This Message		
From Station	Date	Time	To Station	Date	Time

Comments:

Precedence*	*HX Handling Notes:
W (welfare)	HXA = Call Collect
R (routine)	HXB # = Cancel if not delivered in # Hrs.
P (priority)	HXD = Report time of delivery (TOD)
EMERGENCY	HXE = Get reply from addressee & relay
	HXF # = Hold delivery until (DATE)
	HXG = Landline or (e)mail delivery. If long distance is charged, cancel message and report back. Most common HX. <small>de N7KPN</small>

RADIOGRAM MESSAGE FORM

PREAMBLE:

Message #	Precedence*	HX (optional)*	Radio Station of Origin	Check (# words)	Place of Origin (city)	Time Filed (optional)	Date Filed
-----------	-------------	----------------	-------------------------	-----------------	------------------------	-----------------------	------------

TO:

Name: _____

Email: (optional) _____

(BREAK)

MESSAGE: one word in each square, # of squares = "Check" No punctuation, X = period ? !

					5
					10
					15
					20
					25
					30
					35
					40
					45
					50

(BREAK)

FROM: ("Signature")

Name: _____

Email: (optional) _____

(END OF MESSAGE)

Radio Operator Notes

Station: _____ Name: _____ Phone: _____ Email: _____

Received This Message			Sent This Message		
From Station	Date	Time	To Station	Date	Time

Comments:

Precedence*	*HX Handling Notes:
W (welfare)	HXA = Call Collect
R (routine)	HXB # = Cancel if not delivered in # Hrs.
P (priority)	HXD = Report time of delivery (TOD)
EMERGENCY	HXE = Get reply from addressee & relay
	HXF # = Hold delivery until (DATE)
	HXG = Landline or (e)mail delivery. If long distance is charged, cancel message and report back. Most common HX. <small>de N7KPN</small>