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|--------------------|---|
| FIFTY SIX | Congratulations on your _____, a most worthy and deserved achievement. |
| FIFTY SEVEN | Wish we could be together. |
| FIFTY EIGHT | Have a wonderful time. Let us know when you return. |
| FIFTY NINE | Congratulations on the new arrival. Hope mother and child are well. |
| *SIXTY | Wishing you the best of everything on _____. |
| SIXTY ONE | Wishing you a very Merry Christmas and a Happy New Year. |
| *SIXTY TWO | Greetings and best wishes to you for a pleasant _____ holiday season. |
| SIXTY THREE | Victory or defeat, our best wishes are with you. Hope you win. |
| SIXTY FOUR | Arrived safely at _____. |
| SIXTY FIVE | Arriving _____ on _____. Please arrange to meet me there. |
| SIXTY SIX | DX QSLs are on hand for you at the _____ QSL Bureau. Send _____ self addressed envelopes. |
| SIXTY SEVEN | Your message number _____ undeliverable because of _____. Please advise. |
| SIXTY EIGHT | Sorry to hear you are ill. Best wishes for a speedy recovery. |
| SIXTY NINE | Welcome to the _____. We are glad to have you with us and hope you will enjoy the fun and fellowship of the organization. |

* Can be used for all holidays.

| THE AMERICAN RADIO RELAY LEAGUE RADIOGRAM VIA AMATEUR RADIO | | | | | | | |
|---|------------|------|-------------------|---|-----------------|------------|------|
| NUMBER | PRECEDENCE | HK | STATION OF ORIGIN | CHECK | PLACE OF ORIGIN | TIME FILED | DATE |
| TO | | | | THIS RADIO MESSAGE WAS RECEIVED AT AMATEUR STATION _____ PHONE _____ NAME _____ STREET ADDRESS _____ CITY, STATE, ZIP _____ | | | |
| TELEPHONE NUMBER | | | | | | | |
| _____ _____ _____ _____ _____ | | | | | | | |
| FROM | | DATE | TIME | SENT TO | | DATE | TIME |
| <small>THIS MESSAGE WAS HANDLED FREE OF CHARGE BY A LICENSED AMATEUR RADIO OPERATOR, WHOSE ADDRESS IS SHOWN IN THE BOX AT RIGHT ABOVE. AS SUCH MESSAGES ARE HANDLED SOLELY FOR THE PLEASURE OF OPERATING, NO COMPENSATION CAN BE ACCEPTED BY A HAM OPERATOR. A RETURN MESSAGE MAY BE FILED WITH THE "HAM" DELIVERING THIS MESSAGE TO YOU. FURTHER INFORMATION ON AMATEUR RADIO MAY BE OBTAINED FROM ARRL HEADQUARTERS, 225 MAIN STREET, NEWINGTON, CT 06111</small> | | | | | | | |

Prince William County ARES

Quick Reference Card

Available at <http://www.pwcares.org/doc/qrc.pdf>

Contact Information

| Name | Home | Cell | Work |
|--|----------------|----------------|--------------------------|
| Emergency Coordinator David Lane, KG4GIY | (703) 361-3042 | (703) 628-3868 | (202) 461-5128 |
| Assistant Emergency Coord. Brian Cochran WC4J | (703) 594-2559 | (703) 965-6011 | (703) 359-9211 |
| Assistant Emergency Coord. Steve Frick N4OGR | (703) 361-0008 | (571) 278-4462 | N/A |
| Assistant Emergency Coord. Steven Hovey N6XNU | (703) 878-9806 | (703) 994-7789 | (571) 227-1809 |
| Assistant Emergency Coord. David Meola, KI4AZX | (703) 393-6681 | (703) 307-7014 | (703) 747-9537 |
| Assistant Emergency Coord. Trisha Wells, KI4PCM | | (703) 973-2119 | 703-506-9515 ext 8088 |

IN THE EVENT OF AN ACTIVATION

1. Make sure your home and family are secure before responding to any request for help.
2. If instructed, tune to the frequency indicated by the phone call or email. Otherwise, tune to 147.240+ or 146.970- and check into the Net.
3. Add the last minute items to your "go-kit" and make sure you have directions to your deployment location and the necessary identification.
4. Report as indicated. Remember that you may be the first operator on scene. Be polite and helpful and if possible, choose the best tactical location to set up the station.
5. If asked to move by a site manager, MOVE. If you can ascertain the reason for the move, please note it and pass it on to the EC for the after action report.
6. Always remember to get permission to "check-out" of a net, even if it is for a bathroom break. Never leave your radio without telling the NCS.
7. At the end of an activation, return the operating space to "normal." Make sure the site manager knows you are leaving. Check-out of the net, unless you have already been instructed to secure.

Common Frequencies

| Name | Frequency | Purpose |
|----------|--------------------------|---|
| LOG | 146.970– or 147.240+ | Logistics Net |
| OPS | 147.240+ or 146.970 | Operations Net |
| VHF1 | 147.525 | Primary Simplex Operations Net |
| VHF2 | 146.475 | Secondary Simplex Operations Net |
| CnC | 445.925 | Command and Control |
| MEDCOMM | 146.445 | NOVA Medcomm |
| REDCROSS | 146.535 | Chapter-to-chapter Red Cross communication |
| REDCROSS | 147.420 | Red Cross on-site communications |
| OVH220 | 224.660- | W4OHV 220 Repeater (may be tied to Logistics Net or used for command and control.) |
| OVH440 | 442.200+ | W4OVH 440 Repeater (maybe tied to Logistics Net, used for command and control or Primary Tactical Net.) |
| WWI220 | 224.780- | WWI 220 Repeater (may be tied to Logistics Net or used for command and control.) |
| WWI440 | 444.900+ | WWI 440 Repeater (maybe tied to Logistics Net, used for command and control or Primary Tactical Net.) |
| FAIRFAX | 146.790- | Fairfax ARES Logistical and Operational Net |
| NCAC VA | 146.910- | Washington Metro Regional Logistical Net (VA) |
| NCAC MD | 147.105+ | Washington Metro Regional Logistical Net (MD) |
| SKYWARN | 147.300+ | Skywarn/Dist 2/NVTN Regional Repeater |
| PACKET | 145.030 | W4OVH Packet Node |
| VEN/A | 3947 kHz ALT 7240 kHz | VA State HF Emergency Net |
| EPN | 3920 kHz | MD State HF Emergency Net |

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| THIRTEEN | Medical emergency situation exists here. |
| FOURTEEN | Situation here becoming critical. Losses and damage from ____ increasing. |
| FIFTEEN | Please advise your condition and what help is needed. |
| SIXTEEN | Property damage very severe in this area. |
| SEVENTEEN | REACT communications services also available. Establish REACT communication with ____ on channel ____. |
| EIGHTEEN | Please contact me as soon as possible at ____. |
| NINETEEN | Request health and welfare report on _____. (State name, address and telephone number.) |
| TWENTY | Temporarily stranded. Will need some assistance. Please contact me at ____. |
| TWENTY ONE | Search and Rescue assistance is needed by local authorities here. Advise availability. |
| TWENTY TWO | Need accurate information on the extent and type of conditions now existing at your location. Please furnish this information and reply without delay. |
| TWENTY THREE | Report at once the accessibility and best way to reach your location. |
| TWENTY FOUR | Evacuation of residents from this area urgently needed. Advise plans for help. |
| TWENTY FIVE | Furnish as soon as possible the weather conditions at your location. |
| TWENTY SIX | Help and care for evacuation of sick and injured from this location needed at once. |
| Emergency/priority messages originating from official sources must carry the signature of the originating official. | |

Group Two—Routine Messages

| | |
|--------------------|--|
| FORTY SIX | Greetings on your birthday and best wishes for many more to come. |
| FIFTY | Greetings by Amateur Radio. |
| FIFTY ONE | Greetings by Amateur Radio. This message is sent as a free public service by ham radio operators at _____. Am having a wonderful time. |
| FIFTY TWO | Really enjoyed being with you. Looking forward to getting together again. |
| FIFTY THREE | Received your _____. It's appreciated; many thanks. |
| FIFTY FOUR | Many thanks for your good wishes. |
| FIFTY FIVE | Good news is always welcome. Very delighted to hear about yours. |

Traffic Handling Quick Reference

“Hotel” Codes

HXA--(Followed by number) Collect landline delivery authorized by addressee within.....miles. (If no number, authorization is unlimited.)
HXB--(Followed by number) Cancel message if not delivered within.....hours of filing time; service originating station.
HXC--Report date and time of delivery (TOD) to originating station.
HXD--Report to originating station the identity of station from which received, plus date and time. Report identity of station to which relayed, plus date and time, or if delivered report date, time and method of delivery.
HXE--Delivering station get reply from addresses, originate message back.
HXF--(Followed by number) Hold delivery until....(date).
HXG--Delivery by mail or landline toll call not required. If toll or other expense involved, cancel message and service originating station.

Group One—For Possible “Relief Emergency” Use

ONE Everyone safe here. Please don't worry.
TWO Coming home as soon as possible.
THREE Am in _____ hospital. Receiving excellent care and recovering fine.
FOUR Only slight property damage here. Do not be concerned about disaster reports.
FIVE Am moving to new location. Send no further mail or communication. Will inform you of new address when relocated .
SIX Will contact you as soon as possible.
SEVEN Please reply by Amateur Radio through the amateur delivering this message. This is a free public service.
EIGHT Need additional _____ mobile or portable equipment for immediate emergency use.
NINE Additional _____ radio operators needed to assist with emergency at this location.
TEN Please contact _____. Advise to standby and provide further emergency information, instructions or assistance.
ELEVEN Establish Amateur Radio emergency communications with _____ on _____ MHz.
TWELVE Anxious to hear from you. No word in some time. Please contact me as soon as possible.

Other Frequencies Within 30 Miles of DC

Virginia

| Jurisdiction | Primary Repeater | Secondary Repeater | Simplex | Packet |
|--|---|---|---|---------|
| Virginia Region | 146.910 (Primary) 147.300 (alt./liaison) 145.210 PL 141.3 (Western Counties) | | 3947 kHz 7240 kHz (alt) | 145.730 |
| Alexandria | 146.655 PL 141.3 | 147.315 | 146.490 | |
| Arlington | 145.470 | | 146.580 | |
| Fairfax | 146.790 | 146.910 and 224.100 | 146.415 | |
| Falls Church | 447.425 PL 91.5 | 147.210 | 445.975 147.435 | |
| Fauquier | 147.165 PL 167.9 | | 146.430/147.500 | 145.090 |
| Loudoun | 145.310 | 443.225 PL 103.5 (Portable) 147.330 PL 203.5 (Dulles Airport 15W) | 147.480 | |
| Prince William | 146.970 (Manassas) 147.240 (Woodbridge) | 444.900 (Woodbridge) 442.200 (Manassas) | 147.525 (Primary) 146.475 (Secondary) 445.925 (Secondary) | 145.030 |
| Skywarn | 147.300 | | | |
| Medcomm | | | 146.445 | 145.730 |
| American Red Cross (Chapter to Chapter) | | | 146.535 | |
| American Red Cross (On-Site) | | | 147.420 | |
| Northern Virginia Traffic Net | 147.300 | | | |

Maryland

| Jurisdiction | Primary Repeater | Secondary Repeater | Simplex | Packet |
|--|------------------|------------------------------|----------|---------|
| Maryland Region | 147.105 | 146.730 | 3920 KHz | 144.390 |
| Anne Arundel | 146.805 | 147.105 | | 145.750 |
| Calvert | 146.985 PL 156.7 | | 146.580 | |
| Charles | 145.390 PL 186.2 | 443.700 | | |
| District of Columbia | 147.090 | 147.045 | 146.505 | |
| Frederick | 145.430 | | | |
| Hagerstown | 147.060 | | | |
| Montgomery | 146.955 | 145.450 | 146.460 | 145.750 |
| Prince George | 146.610 | 146.880 and 147.150 PL 114.8 | 147.540 | 145.750 |
| Skywarn | 147.300 | | | |
| Towson | 147.030 | | | 145.730 |
| American Red Cross (Chapter to Chapter) | | | 146.535 | |
| American Red Cross (On-Site) | | | 147.420 | |
| Baltimore Traffic Net | 146.670 | | | |

ICS 214a
Individual Log[illegible]

ICS 214
Unit Log

| | | | | | |
|---|--|-------------------------------------|--|------------------------|--|
| 1. Incident Name | | 2. Operational Period (Date / Time) | | UNIT LOG ICS 214-OS | |
| | | From: | | To: | |
| 3. Unit Name / Designators | | | 4. Unit Leader (Name and ICS Position) | | |
| 5. Personnel Assigned | | | | | |
| NAME | | ICS POSITION | | HOME BASE | |
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| 6. Activity Log (Continues on Reverse) | | | | | |
| TIME | | MAJOR EVENTS | | | |
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| 7. Prepared by: _____ Date / Time _____ | | | | | |
| UNIT LOG | | June 2000 | | ICS 214-OS | |

Electronic version: NCAA 1.0 June 1, 2005

Go-Kit Essentials

Must Have Gear

- ☐ Identification (driver's license, FCC license, hospital IDs)
- ☐ Radio (at least a 5w 2m/440 HT w/ batteries and a copy of the manual)
- ☐ Antenna (1/4 wave, magnetic mount preferred)
- ☐ Stationary Supplies (Paper, pencil/pen, TP/paper towel, ARRL message form, IC-213)
- ☐ Personal medications
- ☐ Appropriate clothing and footwear (including a hat and rain coat)
- ☐ Food and water (snacks, etc.)

Important Things

- ☐ Money (small bills, change)
- ☐ Extra power (spare dry cell battery case and batteries, “wall wart” charger, pig tails, power strips)
- ☐ Antenna connectors (SMA/BNC/PL259 and assorted others)
- ☐ Noise reductions devices (headphones/boom mikes)
- ☐ Reference material (frequency charts and repeater/net guides)
- ☐ Flashlight, multi-tool, duct/gaffers tape, loose wire, cable ties, work gloves
- ☐ First-aid kit

Incident Command System Forms

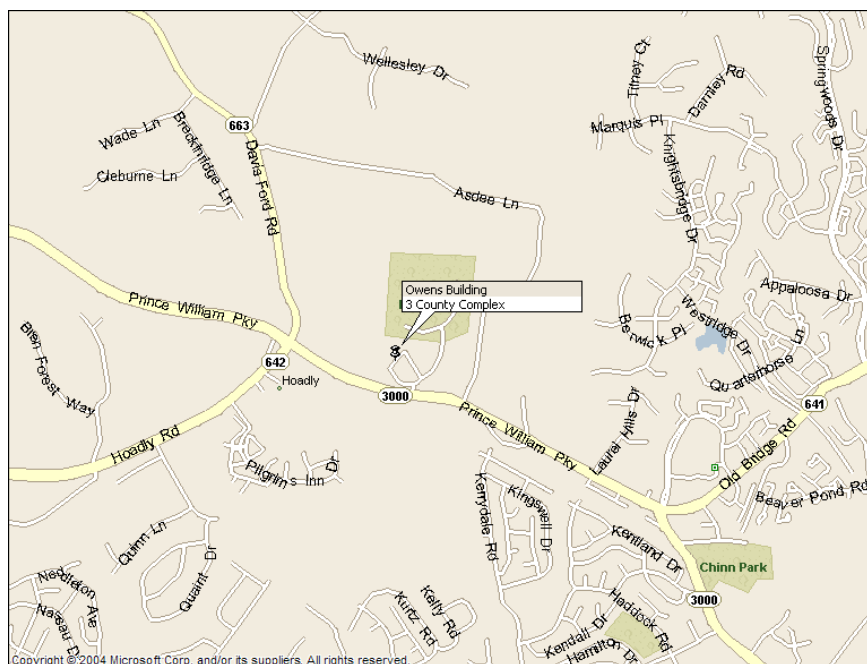
Available at <http://www.qsl.net/pwcares/ics.html>

| | | | |
|------|------------------------------------|------|---|
| 205 | Incident Radio Communications Plan | 214a | Individual Log |
| 205a | Communications List | 216 | Radio Equipment Worksheet** |
| 213 | General Message | 217 | Radio Frequency Assignment Worksheet** |
| 214 | Unit Log** | ** | AECs/NCSs should be familiar with these forms |

All ARES/RACES members should become familiar with the forms listed above. At a minimum, each member should have a copy of ICS-213 and ICS-214a with their kit at all times, in addition to the ARRL radiogram form.

AECs and NCSs should become familiar with all the forms, especially the worksheets as they may be used to draft a communications plan that is beyond the current plan, as conditions warrant, or as part of an overall support function to the County in the event of a RACES activation.

Directions to Key Locations



Prince William County Communications: Located at 3 County Complex Court, behind the McCoart Building. From Manassas, take the Prince William Parkway and turn LEFT into the County complex. From Woodbridge, take the Prince William Parkway and turn RIGHT into the County complex. Parking is behind the McCoart Building.

If a repeater goes off-line, monitor the OUTPUT for instructions on which frequency to turn to!

ICS 213
General Message Form

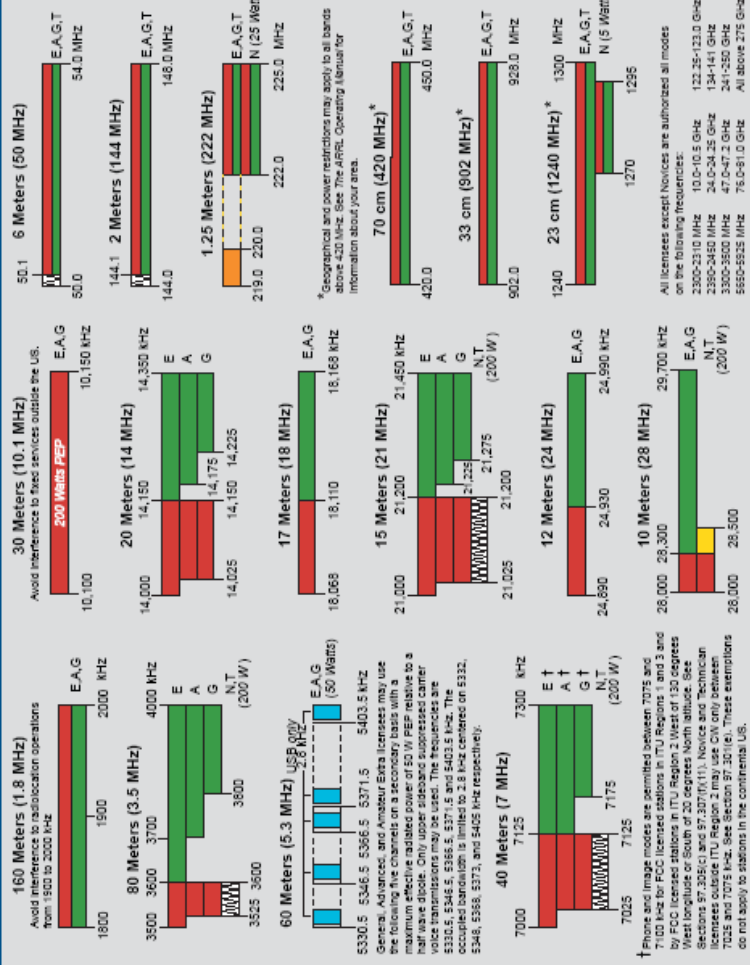
[illegible]

US AMATEUR POWER LIMITS

US AMATEUR POWER LIMITS

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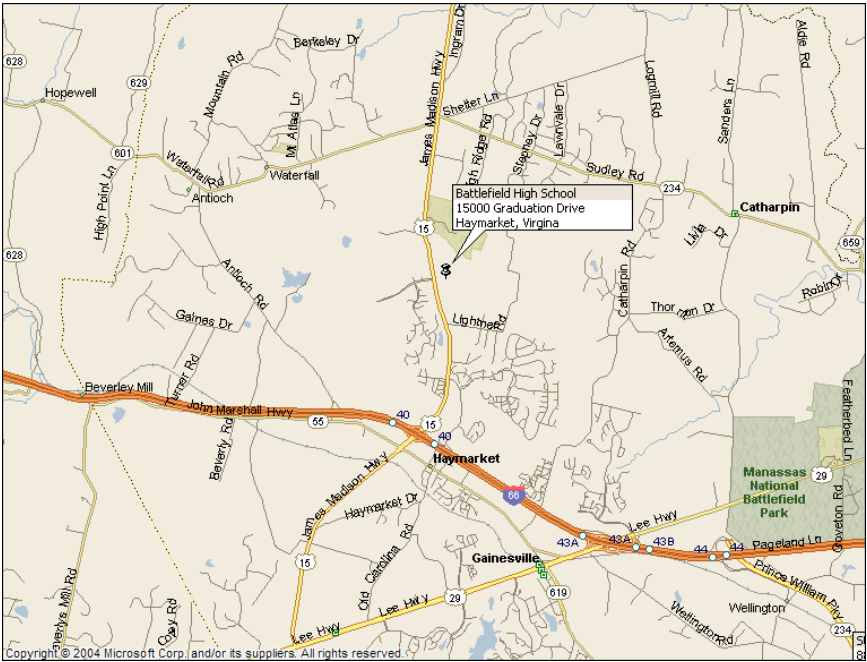
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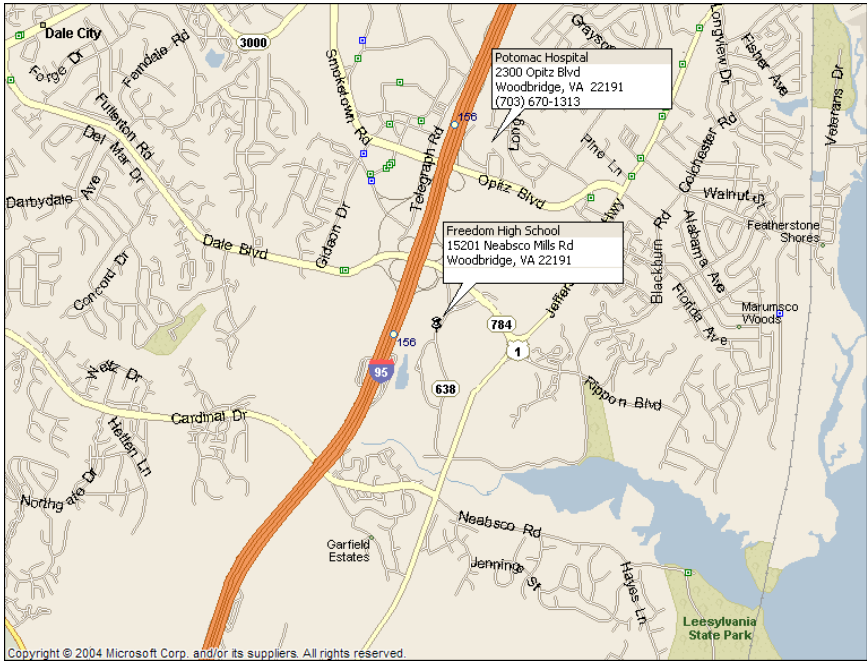
Potomac Hospital
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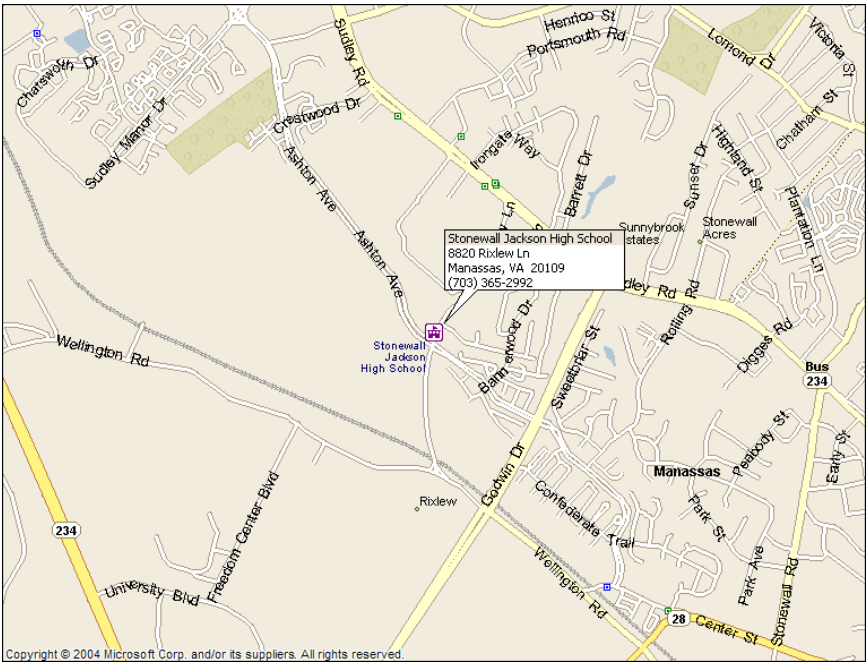
Battlefield High School Shelter: 15000 Graduation Drive, Haymarket, VA



Freedom High School Shelter: 15201 Neabsco Mills Rd, Woodbridge, VA



Stonewall Jackson High School Shelter: 8820 Rixlew Ln., Manassas, VA



American Red Cross Prince William County Chapter: 9310 West Street,

