Arkansas ARES/RACES Plan

I. INTRODUCTION

The Arkansas ARES/RACES organization consists of both the Arkansas Section ARES {Amateur Radio Emergency Service} and the Arkansas RACES {Radio Amateur Civil Emergency Service} organizations. The Arkansas ARES/RACES organizations are composed of amateur radio operators licensed by the Federal Communications Commission.

II. MISSION STATEMENT

The Arkansas ARES/RACES organization's mission is to provide leadership and guidance to its member organizations and volunteers in support of emergency communication services.

III. PURPOSE

The purpose of this plan is to provide guidance for the Arkansas ARES/RACES organization, and establish coordination for the development of emergency communication volunteers, teams, groups, and organizations at the local and state level. Maximum benefits from the Arkansas ARES/RACES organization can be obtained only through careful planning which identifies and assigns a definitive role to the organizations, agencies, and individuals concerned.

IV. AUTHORIZATION

The Federal Communications Commission provides authorization to the amateur radio service to provide communications when normal communications are disrupted. The following is taken directly from the FCC Rules:

§97.401 Operation during a disaster

(a) When normal communication systems are overloaded, damaged, or disrupted because a disaster has occurred, or is likely to occur, in an area where the amateur service is regulated by the FCC, an amateur station may make transmissions necessary to meet essential communication needs and facilitate relief actions.

(b) When normal communication systems are overloaded, damaged, or disrupted because a natural disaster has occurred, or is likely to occur, in an area where the amateur service is not regulated by the FCC, a station assisting in meeting essential communication needs and facilitating relief actions may do so only in accord with ITU Resolution No. 640 (Geneva, 1979). The 80 m, 75 m, 40 m, 30 m, 20 m, 17 m, 15 m, 12 m, and 2 m bands may be used for these purposes.

(c) When a disaster disrupts normal communication systems in a particular area, the FCC may declare a temporary state of communication emergency. The declaration will set forth any special conditions and special rules to be observed by stations during the communication emergency.

§97.403 Safety of life and protection of property

No provision of these rules prevents the use by an amateur station of any means of radiocommunications at its disposal to provide essential communication needs in connection with the immediate safety of human life and immediate protection of property when normal communication systems are not available.

§97.405 Station in distress

(a) No provision of these rules prevents the use by an amateur station in distress of any means at its disposal to attract attention, make known its condition and location, and obtain assistance.

(b) No provision of these rules prevents the use by a station, in the exceptional circumstances described in paragraph (a), of any means of radiocommunications at its disposal to assist a station in distress.

§97.407 Radio Amateur Civil Emergency Service

(a) No station may transmit in RACES unless it is an FCC-licensed primary, club, or military recreation station and it is certified by a civil defense organization as registered with that organization, or it is an FCC-licensed RACES station. No person may be the control operator of a RACES station, or may be the control operator of an amateur station transmitting in RACES unless that person holds a FCC-issued amateur operator license and is certified by a civil defense organization as enrolled in that organization.

(b) The frequency bands and segments and emissions authorized to the control operator are available to stations transmitting communications in RACES on a shared basis with the amateur service. In the event of an emergency that necessitates the invoking of the President's War Emergency Powers under the provisions of Section 706 of the Communications Act of 1934, as amended, 47 U.S.C. §606, RACES stations and amateur stations participating in RACES may only transmit on the following frequencies:

> (1) The 1800-1825 kHz, 1975-2000 kHz, 3.50-3.55 MHz, 3.93-3.98 MHz, 3.984-4.000 MHz, 7.079-7.125 MHz, 7.245-7.255 MHz, 10.10-10.15 MHz, 14.047-14.053 MHz, 14.22-14.23 MHz, 14.331-14.350 MHz, 21.047-21.053 MHz, 21.228-21.267 MHz, 28.55-28.75 MHz, 29.237-29.273 MHz, 29.45-29.65 MHz, 50.35-50.75 MHz, 52-54 MHz, 144.50-145.71 MHz, 146-148 MHz, 2390-2450 MHz segments;

> (2) The 1.25 m, 70 cm, and 23 cm bands; and

> (3) The channels at 3.997 and 53.30 MHz may be used in emergency areas when required to make initial contact with a military unit and for communications with military stations on matters requiring coordination.

(c) A RACES station may only communicate with:

> (1) Another RACES station;

> (2) An amateur station registered with a civil defense organization;

> (3) A United States Government station authorized by the responsible agency to communicate with RACES stations;

> (4) A station in a service regulated by the FCC whenever the FCC authorizes such communication.

(d) An amateur station registered with a civil defense organization may only communicate with:

> (1) A RACES station licensed to the civil defense organization with which the amateur station is registered;

(2) The following stations upon authorization of the responsible civil defense official for the organization with which the amateur station is registered:

(i) A RACES station licensed to another civil defense organization;

(ii) An amateur station registered with the same or another civil defense organization;

(iii) A United States Government station authorized by the responsible agency to communicate with RACES stations; and

(iv) A station in a service regulated by the FCC whenever the FCC authorizes such communication.

(e) All communications transmitted in RACES must be specifically authorized by the civil defense organization for the area served. Only civil defense communications of the following types may be transmitted:

(1) Messages concerning impending or actual conditions jeopardizing the public safety, or affecting the national defense or security during periods of local, regional, or national civil emergencies;

(2) Messages directly concerning the immediate safety of life of individuals, the immediate protection of property, maintenance of law and order, alleviation of human suffering and need, and the combating of armed attack or sabotage;

(3) Messages directly concerning the accumulation and dissemination of public information or instructions to the civilian population essential to the activities of the civil defense organization or other authorized governmental or relief agencies; and

(4) Communications for RACES training drills and tests necessary to ensure the establishment and maintenance of orderly and efficient operation of the RACES as ordered by the responsible civil defense organization served. Such drills and tests may not exceed a total time of 1 hour per week. With the approval of the chief officer for emergency planning in the applicable State, Commonwealth, District, or territory, however, such tests and drills may be conducted for a period not to exceed 72 hours no more than twice in any calendar year.

V. MEMORANDUM OF UNDERSTANDING

A Memorandum of Understanding exists between Arkansas Department of Emergency Management and the Arkansas Section Leadership and is available separately.

VI. ORGANIZATION

The Arkansas ARES/RACES organizational leadership's duties within the state of Arkansas are hereby established as those that are set forth in the ARRL ARES Emergency Coordinator's Manual, {Chapter 2 paragraphs 2.4 to 2.9}. It is in the best interest of Arkansas ARES/RACES and its members, as well as reflecting the MOU that all DEC's shall serve as District Emergency Coordinators for both ARES and RACES. The SEC and DEC's shall recommend volunteers to state and county officials to serve as RACES Officers. When possible the county EC's shall serve as EC for both ARES and RACES within their jurisdiction. When it is not possible for the county EC to serve as both, then a separate EC shall be established for each organization. The State RACES Officer is responsible for the State EOC amateur operations. The State RACES Coordinator will provide coordination of the emergency amateur resources and serves as contact with the amateur community. The State RACES Liaison Officer will provide subject matter support and liaison capabilities to Emergency Support Function 2 on radio communications.

VII. SERVED AGENCIES

It shall be the responsibility of all ARES and RACES groups and organizations to provide emergency communications for, and coordinate with, any Federal, State, County, City or Civilian Agencies or organizations that may need communications assistance during emergencies.

VIII. MEMBERSHIP

Membership in the Arkansas ARES/RACES organization is established through membership in either or both ARES and RACES. While dual membership is not required, it is definitely the preferred method of organization. Dual membership provides for better organization and corporation for Amateur Radio Emergency Communications Volunteers statewide.
The minimum requirements for membership in the Arkansas ARES/RACES organization are:

ARES
_ *They must possess a current amateur radio license issued by the FCC.*
_ *They must have completed an ARES application form and be listed with an ARES EC organization.*

RACES
_*They must possess a current amateur radio license issued by the FCC.*
_*They must have completed a RACES application form and be listed with the responsible Department of Emergency Management.*
_*The DEM Coordinator must approve and sign the RACES list.*
_*All RACES members must be aware that they may be subject to a background check by an appropriate agency.*
_*RACES members must complete all educational goals set for their respective position as outlined in the MOU.*

IX OPERATIONS

The following is the recommended procedural guidelines for the activation and response of the Arkansas ARES/RACES organization (SOP). To help facilitate the standardization of operating procedures in providing emergency communications, the Arkansas ARES/RACES Organization has established documentation for a statewide Standard Operating Procedure. It is recommended that all ARES/RACES Organizations and personnel familiarize themselves with this procedure. The following is only a condensed version.

 PLEASE REFER TO THE ARKANSAS STANDARD OPERATING PROCEDURES DOCUMENT

(1) Activation:
Local: In the event of an emergency contact your county EC or AEC for information and coordination of area volunteers and resources.

Section wide: After contacting your area EC, contact your DEC, SEC and Section Manager for coordination of Section and or National Resources. It is recommended that all ARES and RACES members monitor statewide and local communications networks for the availability of section leaders.

(2) Response:
In the event of a communications emergency contact your EC, and monitor local and statewide nets for more information. In the event additional resources are needed DEC's and EC's in unaffected areas may be contacted for availability of ARESMAT Teams and other resources.

(3) Communications Networks:
- *_ARES nets may be opened any time an emergency warrants emergency communications, or that coordination of radio communications personnel is needed.*
- *_RACES nets may be opened when a responsible government official declares a need for emergency communications and activates RACES.*

Local Emergency Net:
Contact your EC of local ARES/RACES group for the designated repeaters and frequencies in your area.
Statewide Emergency Nets:
All statewide emergency nets should be activated on or near the frequencies of:

VOICE:
80 meters primary: 3987.5 kHz
40 meters primary: 7260 kHz
40 meters secondary: 7285 kHz & 7235 kHz
VHF Local 2 meter Repeaters
VHF Simplex Primary: 146.520 MHz

DIGITAL:
147.495 MHz packet
145.010 MHz packet
145.590 MHz packet
80 meters WinLink: 3626.9 kHz
40 meters Winlink: 7068.9 kHz
40 meters Winlink: 7101.2 kHz Pactor 3
30 Meters WinLink 10146.2 kHz
APRS: 144.390 MHz
Other digital modes may be available; contact your ARES/RACES Section leaders for more information. Due to the large amount of traffic possible, all traffic should be written and passed by digital networks whenever possible. Every message should conform to the Reporting Standards used by ADEM. *REFER TO THE ARKANSAS STANDARD OPERATING PROCEDURES DOCUMENT TO VIEW THESE STANDARDS.* Each EOC will prepare a message log and list both informal and formal traffic. The Razorback Net will be activated to

handle traffic, act as a source of information about other nets, and serve as a coordination center for ARES and RACES officials. All nets should provide a representative to inform the Razorback Net Control Station of their operating frequency, and to handle coordination between nets. The Arkansas ARES/RACES organization shall establish weekly statewide nets for training and familiarization. Participation in ARES/RACES nets by all members is heartily encouraged.

X. ARES/RACES MUTUAL ASSISTANCE TEAMS

When State, County, City Government officers or Civilian Organizations are in need of emergency communications and the local Amateur Radio Operators can't meet the communications needs, then ARES/RACES mutual assistance teams {ARESMAT} may be used. An ARES/RACES mutual assistance team is composed of four FCC licensed amateur radio operators and a designated leader (a total of 5), a method of call up, and a list of all-necessary equipment and supplies. It is expected that larger cities and or counties outside the affected areas will serve as the main source for ARESMAT teams. All ARES/RACES mutual assistance teams shall be listed with the State and County DEM offices. ARES/RACES ARESMAT teams will be designated as a State Asset only when they are deployed outside their home county and when the Arkansas Department of Emergency Management directs deployment.

XI. ADEM RACES EOC MISSION

The Sate RACES Officer shall be responsible for the Arkansas Department of Emergency Management RACES EOC Station (KE5VRO). He shall work under the supervision of the Telecommunications Division Manager for the Arkansas Department of Emergency Management, and in conjunction with the Arkansas RACES Coordinator for the coordination of ADEM's RACES EOC communication system with Arkansas ARES/RACES communications resources throughout the State of Arkansas. It is the mission of the ADEM RACES EOC to provide communications for the Arkansas Department of Emergency Management, in the event of an emergency within the State of Arkansas and or upon activation by the Arkansas Department of Emergency Management.

XII. TRAINING, EXPERIENCE, AND EDUCATION

The best plan will fail unless all involved know their part in it. This is where a training program comes in. Training never stops - it is a continuous cycle that ensures that all team members are able to do their best when called upon. District Emergency Coordinators and Emergency Coordinators are responsible for ensuring that all ARES/RACES members in their jurisdictions are properly trained.   Some training program elements might include:

1. The ARRL Basic Amateur Radio Emergency Communications Course, (ARECC), for all members.
2. General understanding of the plans and how they work.
3. Specific skills, such as message formatting, equipment operation, and emergency field repairs.
4. Net operations, both tactical and formal traffic handling.
5. Implementing or testing operational elements, such as message routing and forms,
6. Full scale drills and simulations, including the annual SET.
7. Communication support for public service events such as races and parades.
8. Backup plans and "work-arounds."
9. Various Emergency Management Institute classes: IS 100, IS 200, IS 700, and IS 800 should be considered a minimum. Other classes of interest are available and all members are encouraged to avail themselves of this opportunity.