IDAHO

ARES/RACES

OPERATOR'S GUIDEBOOK

4 OCTOBER 2016

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Idaho ARES/RACES Operator's Guidebook

This book is assigned to

Name	
FCC Call Sign	
Address 1	
Address 2	
Address 3	
Address 4	
Home Phone	
Work Phone	
Mobile Phone	
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Contents

Record of Change

Date	Pages	Change
12/15/2015		Added owners information on first page of book
12/15/2015	1-2	Modified Go-Kit and 72 hour kit recommendation
2/1/16	1-1	Added new membership section
2/1/16	16-2	Add form instructions for ICS-217 and ICS-309 forms
2/1/16	4-1	Added frequency sharing statement
2/9/2016	Sec 4	Modified VHF and HF frequency assignment tables. Added time frequency table
5/5/2016	4-2, 4-3	Added UHF frequency assignments to tables
9/4/2016	All	Replaced reference to IBHS and Idaho Bureau of Homeland Security with IOEM and Idaho Office of Emergency Management, respectively.

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Chapter 1 MEMBERSHIP

Vision

Provide professional non-emergency and emergency communications services using amateur radio and other authorized frequencies in cooperation with served governmental agencies with first priority to the Idaho Office of Emergency Management.

Mission

Prepare a significant staff of qualified radio operators who

- Perform emergency communication services in a professional manner
- Possess professional radio communication skills to transmit and receive messages with exactness, including proper use of authorized forms and software
- Hold an appropriate license and are knowledgeable of applicable radio regulations
- Are skilled in operation of available equipment for all authorized bands, including radios, amplifiers, antennas, and software
- Have sufficient personal resources to enable remote deployment on short notice for a period of at least 48 hours
- Knowledgeable of applicable governmental emergency organization and procedures

Member Security Requirements

This is a joint document of the Idaho District 3, Ada County American Radio Relay League (ARRL) Amateur Radio Emergency Service (ARES) group and the Idaho Office of Emergency Management (IEOM) for the purposes of establishing training requirements, operational policy, and standard security protocol for all ARES members who desire to participate in a jointly sponsored ARES/ Radio Amateur Civil Emergency Services (RACES) organization serving the communications needs of the IEOM.

The ARES group of Ada County is responsible to provide administrative liaison between ARRL-ARES and the IEOM. ARES membership is open to all licensed Amateur Radio operators. As part of the liaison with IEOM, the Ada County ARES group conducts monthly meetings and scheduled exercises to develop and maintain communications expertise that is useful to the IEOM, the agency primarily served by this group.

Because IEOM is primarily concerned with communications within the State of Idaho and/or the Pacific Northwest, the monthly meetings and exercises are open to all ARES members located within the Idaho District 3 and from time-to-time, ARES members statewide. Monthly meetings and exercises are routinely announced to all active Idaho District 3, ARES members, and those members are encouraged to participate. Regular meetings are held at the IEOM offices, located inside Building 600 on Gowen Field, with an alternate location at the IEOM Idaho Emergency Operations Center (IDEOC) Continuity of Operations (COOP), located near Wilder, Idaho.

IEOM has chosen to use the ARES association as the vehicle to provide RACES operators for emergency conditions. As a result, the Ada County ARES leadership has elected to form a combined ARES/RACES group. This organization allows

routine operations to develop and maintain skills, and also authorizes emergency operations under the direction of IEOM during declared disaster emergencies. There are legal restrictions limiting RACES operations during non-disaster communications while ARES operations are legally restricted during National or Presidential declared disasters. As a result, dual membership makes sense, allowing maximum operational flexibility in all conditions.

The combined organization must be able to operate under declared emergency conditions in support of IEOM communications needs. It is therefore necessary to define membership, skills, and security policies, approved by IEOM to ensure continuous operations in both normal and emergency conditions. This document is for the purpose of stating the procedural, training, and security requirements associated with ARES/RACES participation and documentation.

IEOM locations are secure military facilities. As a result, there are stringent requirements for admission to those facilities. In order to participate in meetings, and the many exercises, ARES/RACES members must comply with the following requirements.

1- Members planning to attend monthly meetings must notify the Ada County EC (Emergency Coordinator) (Dennis Stewart) of their intent to attend no less than 48 hours prior to the meeting.
2- If a member or members wish to bring a guest or multiple guests they must be preapproved by IEOM, therefore any guest requests must be submitted to the Ada County EC and IEOM five days in advance of the meeting. Members will be notified of the approval of their guest no later than 30 hours prior to the meeting. If a member does not receive prior approval, the guest should not be brought to the meeting.

3- Members who bring guests to any meeting are responsible for the conduct of their guest. Guests must be escorted at all times while on the secure facility.
4- The Ada County EC will prepare a list of authorized attendees, including guests, based on member notification's and provide that list to IEOM no later than 30 hours prior to the meeting.
5- Only those members who have made specific contact shall be included on the security access list.
6- It is current military security protocol to require identification of all persons entering Gowen Field. All persons in any vehicle must provide valid ID and be verified on the security list or access will be denied. Failure of the military gate guard to require ID on any entry shall not be considered as a blanket authorization for future entrance without ID verification.
7- The Ada County EC will prepare an annual record of attendance showing all members who stated an intent to attend and all members who actually attended meetings.
8- Members are expected to attend no less than 75% of the scheduled meetings for which they register using this process.

The ARES/RACES team conducts and/or participates in radio Nets weekly on each Wednesday. This involves use of IEOM radio facilities. Members desiring to participate in radio Nets at IEOM must comply with the following requirements.

1- Persons participating in Nets at IEOM must be trained by an authorized IEOM radio operator and be approved by the lead radio operator (Michael Hyde or his alternate David Loewenstein).

2- Persons participating in IHBS radio Nets must be scheduled through the lead radio operator in advance of the Net. (There is limited space in the radio room)
3- Persons participating in the IEOM radio Nets that do not have a IEOM security clearance must notify the lead operator of their desire to participate no later than 48 hours prior to Net operations.
4- Persons shall **not** just "show up" to participate in radio Nets at IEOM; all participation must be scheduled in advance. Entrance to the radio room is on a scheduled and need basis and can be denied for any reason at any time.

ARES/RACES members are allowed to apply for and obtain an IEOM security ID (Identification) if they meet the requirements. The ARES/RACES leadership will submit an operator's name to obtain an IEOM security ID if they meet the following requirements. These requirements have been approved by IEOM but in all cases IEOM reserves the right to deny, suspend, or recall security clearance regardless of the degree of compliance with these minimum requirements.

1- An IEOM Radio Operator Card is a controlled item:
    a. Contains personal identity information.
    b. Card is serialized and the property of the State of Idaho.
    c. Card can be recalled at any time and must be returned to IEOM upon request.
    d. Card is issued for a period of two (2) years at a time and must be returned upon expiration or if the radio operator leaves the program.
2- Holder of a current FCC (Federal Communications Commission) Amateur Radio Operators License and in good standing.

3- Monthly ARES / RACES meeting attendance (9 of the last 12).
4- Participation in at least one scheduled exercise in the last 12 months.
5- Completion of ICS (Incident Command System) courses. Courses can be accessed at http://training.fema.gov/emiweb/is/icsresource/trainingmaterials.htm. The following courses are required:
    a. ICS-100 - Introduction to Incident Command System (ICS)
    b. ICS-200 - Single Resources and Initial Action Incidents
    c. ICS-700 - National Incident Management System (NIMS), An Introduction
    d. ICS-775 - Emergency Operations Center (EOC) Management and Operations
    e. ICS-800 - National Response Framework (NFR) An Introduction
6- Completion of the following Message Unit Training conducted by IEOM. Message Unit training courses are offered on a regular schedule by IEOM. Contact Cherylyn Murphy at cmurphy@bhs.idao.gov for course scheduling.
    a. MU-101 - Introduction to Message Unit and working in WebEOC
    b. MU-102 - Review of Message Unit and working with e-mail
    c. MU-103 - Working in WebEOC, email and VoIP phones
    d. MU-104 - Working with the EOC Manager and Section Chiefs
7- Completion of WebEOC Training. WebEOC is the management software used in the Idaho Emergency Operations Center.

a. Training is in house and can be arranged to occur during monthly meetings; contact Karl Dehart at kdehart@bhs.idaho.gov for course scheduling.
b. Issuance of:
    i. User ID
    ii. Password
    iii. Maintain the operational status of WebEOC credentials by logging into WebEOC at least monthly.

8- IEOM Background security check:
    a. This is a web based process, see IEOM staff for assistance.
    b. For information on the process go to www.bhs.idaho.gov/Pages/Volunteer
    c. Members should not request a background check without first obtaining approval from IEOM

9- Demonstrate operational experience with no less than three of the following IEOM radios
    a. Rockwell/Collins FNARS (FEMA National Radio System)
    b. MICOM 2 series
    c. ICOM 7800
    d. ICOM 9100
    e. ICOM 7100
    f. ICOM 756 Pro II
    g. ICOM ID51A
    h. Kenwood 2 meter
    i. Alpha amplifier
    j. Antenna patch panel

10- During the first year and every year thereafter complete annual review training in the operation of each of the following IEOM radios and be approved by the lead radio operator
    a. Rockwell/Collins FNARS

b. MICOM 2 series
c. ICOM 7800
d. ICOM 9100
e. ICOM 7100
f. ICOM 756 Pro II
g. ICOM ID51A
h. Kenwood 2 meter
i. Ham Radio Deluxe software
j. Alpha amplifier
k. Antenna patch panel

11- Have a working knowledge and current copy of the IEOM ARES/RACES Operator's Guidebook. Use the practices in the guidebook in the performance of all assigned duties.

Chapter 2 PREPARATION

Wearable

- Amateur Radio License
- Personal photo ID
- BHS ID (if applicable)
- Kleenex / toilet paper
- Ear Plugs
- Safety vest
- Hat
- Safety glasses / sun glasses
- Reading glasses if needed
- Leatherman
- LED flashlight or headband light
- Pocket notebook
- Pens/pencils

Go Kit

- Mobile and/or handheld radio
- Radios programmed with frequency plan
- Radio operating manual
- Portable and deployable antenna for each radio and band you expect to operate
- Lead line (coax)
- Radio power cables with Power Pole connectors
- Adaptors to vehicle and/or battery
- Battery (fully charged)
- If using HT radio, adapter to use AA batteries
- Spare and fresh AA batteries
- RF adapters for common connectors and your radio/antenna combinations
- Cord or support to setup antennas
- Handheld microphone
- Headset

- Spare fuses
- VOM meter (optional)

72 Hour Kit

It is recommended that you have one 72-Hour Kit for your deployment and one additional kit for your family.

- Jacket/coat
- Rain poncho / rain gear
- Hat
- Snacks
- Candy bars
- Energy bars
- Meals for three days
- One change of clothes, including under wear
- Sleeping bag with mat or air mattress
- Pillow
- Personal toiletries
- Insect repellent / sun screen
- Soap or sanitizing lotion
- Medications
- Water supply (3 qt)

Documents

Working Forms

- Approved ICS-213 forms (at least one pad)
- Approved ICS-217a forms (at least one pad)
- Approved ICS-309 incident log forms (at least one pad)
- SitRep forms

Books

- This operator's guidebook

- HazMat book (Optional)
- Operator's manuals for all your radios
- Operating manuals for BHS radios on USB drive

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Chapter 3 MAPS

Maps are a necessary resource for any radio operator. They are particularly important for operators deployed around the area. Map resources must be acquired and managed before they are needed. Operators are encouraged and expected to find map resources that will meet their needs.

Topographic style maps are particularly valuable because the provide information about the terrain.

Some useful resources for maps are:

Garmin application for maps

http://www.garmin.com/en-US/shop/downloads/basecamp

They also have apps for smart devices.

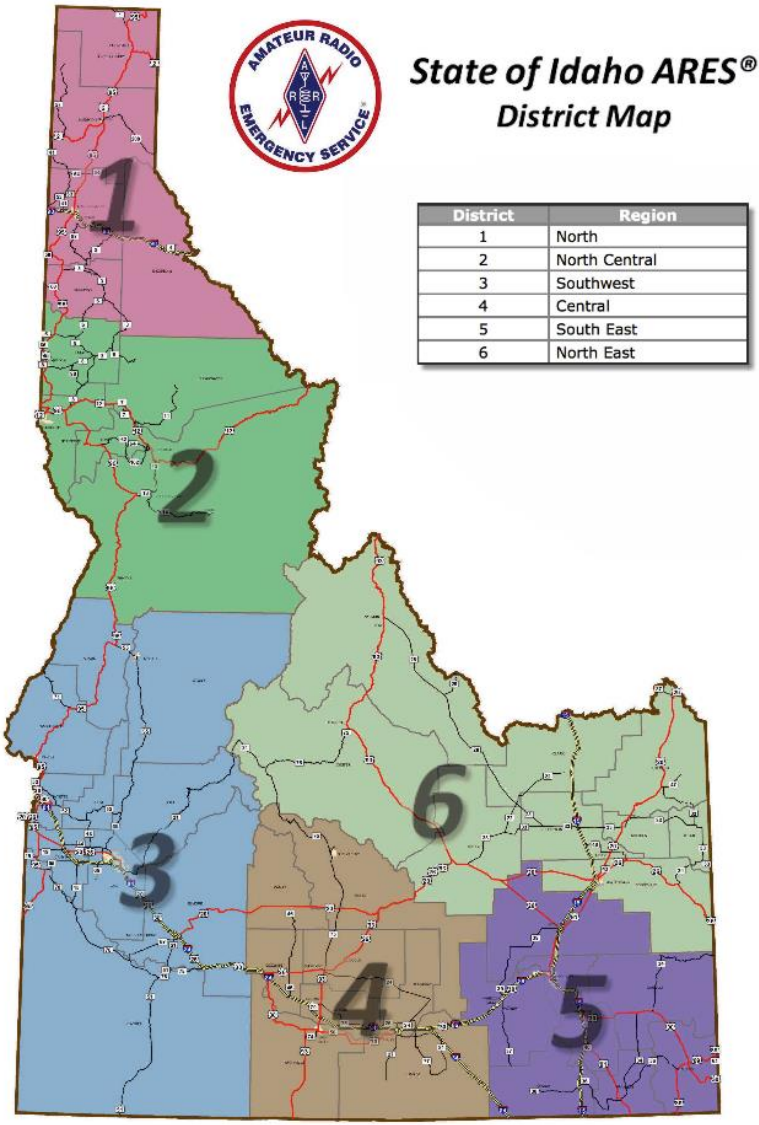
Idaho topographic map for BaseCamp

http://www.gpsfiledepot.com/maps/view/45

iPad/iPhone users

Search the Apple store for YouNeedAMap and download the application.

Idaho ARES District Map



District	Region
1	North
2	North Central
3	Southwest
4	Central
5	South East
6	North East

Chapter 4 RADIO FREQUENCIES

Frequency Sharing and Compliance Statement

The frequency assignments in this section represent a significant effort to accommodate multiple users from multiple organizations. It is generally accepted that providing organized groups with allocated frequencies and the ability to operate in in everyone's best interest, especially in emergencies, assuming that all operators are performing in a responsible manner to effectively move required information.

However, in accordance with FCC regulations, the RACES team under the direction of the Idaho Office of Emergency Management, may take control or any or all frequencies to perform the communications services required by IEOM. As a result the frequency assignments listed may be retracted at any time without advance notice.

ARES VHF/UHF Frequency Plan

	Assignment		Primary	Alternate
District 3	Treasure Valley Repeater (K7BSE)		146.940; -600 Offset, CTCSS 100	
	North Area UHF Repeater (K7ZZL)		443.300, +5MHz Offset, CTCSS 110.9	
	North Area 2M Repeater (KC7MCC)		147.020; +600 Offset, CTCSS 100	
	VHF Guard Simplex		147.470	446.000
	West Treas Val Simplex (Kuna-Nampa & West)		147.450	445.100
	East Treas Val Simplex (Meridian & East)		147.430	445.400

Tine Standard Frequencies

Freq	Call	Pwr	Description
2500	WWV WWVH	2.5kW 5kW	WWV broadcasts Natiional Instutute of Stadnard and Technolgoy (NIST) time and frequency signals from Fort Collins, CO. WWVH broadcasts Natiional Instutute of Stadnard and Technolgoy (NIST) time and frequency signals from Kauai, HI
5000	WWV WWVH	10kW 10kW	
10000	WWV WWVH	10kW 10kW	
15000	WWV WWVH	10kW 10kW	
20000	WWV WWVH	10kW 10kW	
3330	CHU	3kW	Broadcasts National Research Council of Canada time and frequency signals from Ottawa, Ontario, Canada
7850	CHU	10kW	
14670	CHU	3kW	

ARES District 3 VHF/UHF County Frequency Plan

	Function		Primary	Alternate
	Ada Co Simplex		146.410	445.150
	Adams Co Simplex		146.430	445.175
	Boise Co Simplex		146.470	445.200
	Canyon Co Simplex		146.510	445.225
	Elmore Co Simplex		146.550	445.250
	Gem Co Simplex		146.490	445.275
	Payette Co Simplex		146.550	445.325

	Owyhee Co Simplex		146.430	445.300
	Valley Co Simplex		147.530	445.325
	Washington Co Simplex		147.510	445.375
	Ada County Govt EOC All Call		446.600	146.440

ARES HF Frequency Plan

Coordinated HF frequencies for each district.

Idaho Office of Emergency Management (IEOM) Guard Frequencies

	Band		Day	Night
IEOM FREQ	6 Meter Area		52.55 USB	52.55 USB
	Scheduled Time			
	10 Meter Area		29.125 USB	29.125 USB
	Scheduled Time			
	12 Meter Area		24.965 USB	24.965 USB
	Scheduled Time			
	15 Meter Area		21.375 USB	21.375 USB
	Scheduled Time			
	17 Meter Area		18.14 USB	18.14 USB
	Scheduled Time			
	20 Meter Area		14.305 USB	14.305 USB
	Scheduled Time			
	40 Meter Area		7.245 LSB	7.245 LSB
	Scheduled Time			
	60 Meter Area			
	Scheduled Time			
	75 Meter Area		3.885 LSB	3.885 LSB
	Scheduled Time			

Daytime Frequencies

	Band		Primary	Alternate
IEOM FREQ	6 Meter Area		50.25 USB	53.75 USB
	Scheduled Time			
	10 Meter Area		28.425 USB	29.55 USB
	Scheduled Time			
	12 Meter Area		24.945 USB	24.975 USB
	Scheduled Time			
	15 Meter Area		21.29 USB	21.425 USB
	Scheduled Time			
	17 Meter Area		18.12 USB	18.15 USB
	Scheduled Time			
	20 Meter Area		14.245 USB	14.315 USB
	Scheduled Time			
	40 Meter Area		7.195 LSB	7.27 LSB
	Scheduled Time			
	60 Meter Area			
	Scheduled Time			
	75 Meter Area		3.875 LSB	3.945 LSB
	Scheduled Time			
DIST 1 FREQ	20 Meter Area			
	40 Meter Area			
	60 Meter Area			
	75 Meter Area			

	Band		Primary	Alternate
DIST 2 FREQ	20 Meter Area			
	40 Meter Area			
	60 Meter Area			
	75 Meter Area			
DIST 3 FREQ	20 Meter Area		14.250 USB	14.315 USB
	40 Meter Area		7.194 LSB	7.258 LSB
	60 Meter Area			
	75 Meter Area		3.879 LSB	3.965 LSB
DIST 4 FREQ	20 Meter Area			
	40 Meter Area			
	60 Meter Area			
	75 Meter Area			
DIST 5 FREQ	20 Meter Area			
	40 Meter Area			
	60 Meter Area			
	75 Meter Area			
DIST 6 FREQ	20 Meter Area			
	40 Meter Area			
	60 Meter Area			
	75 Meter Area			

	Band		Primary	Alternate
STATE FREQ	20 Meter State			
	40 Meter State			
	60 Meter Area			
	75 Meter State		3.929 LSB	
	75 Meter Id Falls		3.928 LSB	
	75 Meter Ontario		3.933 LSB	

Nighttime Frequencies

(30 minutes after sunset to 30 minutes before sunrise)

	Band		Primary	Alternate
IEOM FREQ	6 Meter Area		50.75 USB	53.25 USB
	Scheduled Time			
	10 Meter Area		28.65 USB	29.425 USB
	Scheduled Time			
	12 Meter Area		24.95 USB	24.985 USB
	Scheduled Time			
	15 Meter Area		21.325 USB	21.405 USB
	Scheduled Time			
	17 Meter Area		18.13 USB	18.162 USB
	Scheduled Time			
	20 Meter Area		14.27 USB	14.335 USB
	Scheduled Time			
	40 Meter Area		7.205 LSB	7.285 LSB
	Scheduled Time			
	60 Meter Area			
	Scheduled Time			
	75 Meter Area		3.875 LSB	3.975 LSB
	Scheduled Time			
DIST 1 FREQ	20 Meter Area			
	40 Meter Area			
	60 Meter Area			
	75 Meter Area			

	Band		Primary	Alternate
DIST 2 FREQ	20 Meter Area			
	40 Meter Area			
	60 Meter Area			
	75 Meter Area			
DIST 3 FREQ	20 Meter Area		14.250 USB	14.315 USB
	40 Meter Area		7.194 LSB	7.258 LSB
	60 Meter Area			
	75 Meter Area		3.879 LSB	3.965 LSB
DIST 4 FREQ	20 Meter Area			
	40 Meter Area			
	60 Meter Area			
	75 Meter Area			
DIST 5 FREQ	20 Meter Area			
	40 Meter Area			
	60 Meter Area			
	75 Meter Area			
DIST 6 FREQ	20 Meter Area			
	40 Meter Area			
	60 Meter Area			
	75 Meter Area			
STATE FREQ	20 Meter State			
	40 Meter State			
	60 Meter Area			

	Band		Primary	Alternate
	75 Meter State		3.929 LSB	
	75 Meter Id Falls		3.928 LSB	
	75 Meter Ontario		3.933 LSB	

ERC SW Idaho VHF/UHF Frequency Plan

Assignment		Primary	Alternate
Boise Storehouse (using K7BSE)		146.940; -600 Offset, PL100	
Boise Storehouse Simplex		145.090	446.250
Boise/Meridian Region		144.910	446.500
Boise, Boise Central, Boise South, Boise East, Boise YSA		144.990	445.600
Boise North, Meridian, Meridian East, Meridian North		145.030	445.650
Boise West, Meridian Amity, Meridian South		145.050	445.675
Meridian Paramount, Meridian West, Eagle, Star		145.070	445.700
Nampa/Caldwell Region		145.010	446.750
Kuna, Kuna East		144.930	445.750

Assignment		Primary	Alternate
Nampa North, Nampa East		144.950	445.775
Nampa South, Nampa West		145.580	445.800
Caldwell, Caldwell East, Middleton		146.570	445.825
Emmett		146.490	445.850
Ontario Region		146.45	445.950
Ontario, Weiser		146.450	445.875
Nyssa		146.450	445.900
LaGrande		146.450	445.925

Amateur Radio Calling Frequencies

Frequency (MHz)	Mode
29.6	FM
50.125	USB
52.525	FM
144.200	USB
146.520	FM
223.5	FM
432.100	USB
446.000	FM
927.500	FM
1294.500	FM

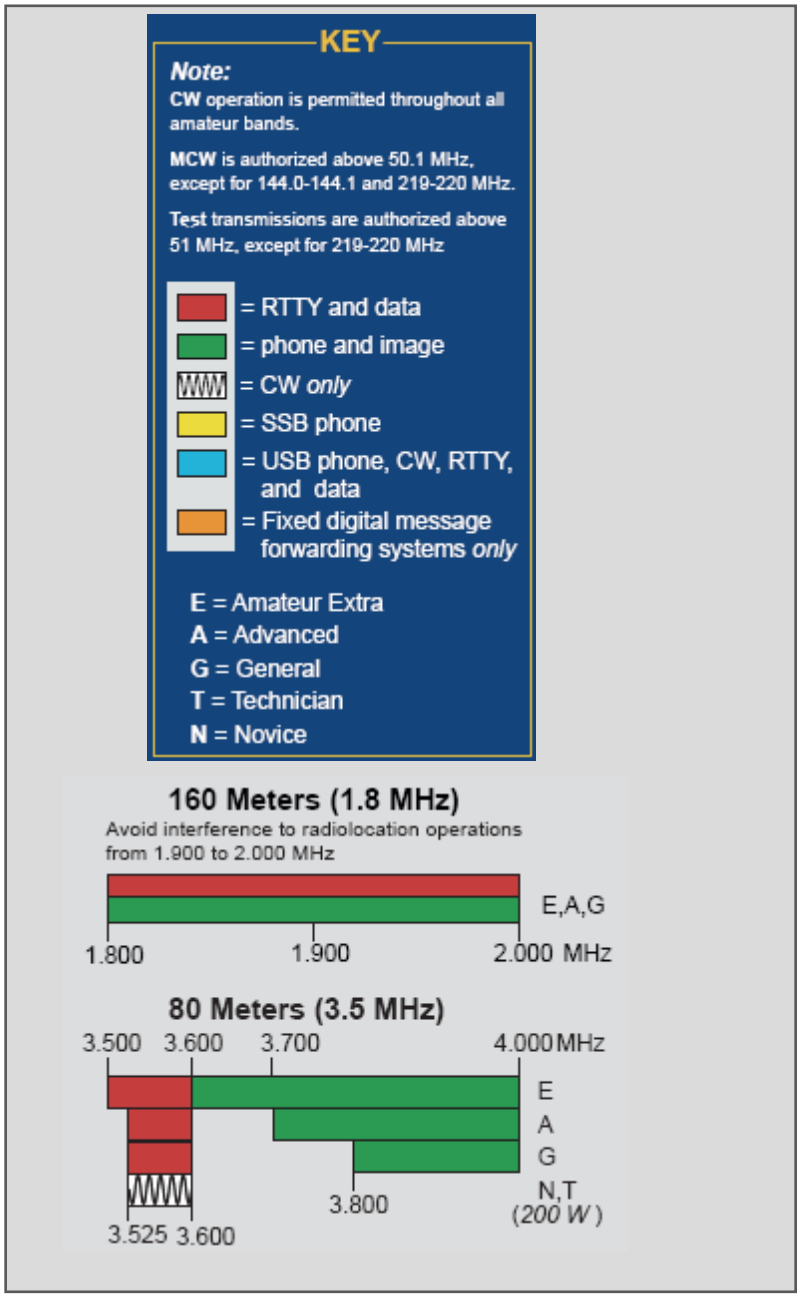
District 3 VHF/UHF Channel Plan

Channel	Frequency	Use
1	147.43	ARES Ada, East Treasure Valley
2	147.45	ARES Canyon, West Treasure Valley
3	147.47	VHF Guard Simplex
4	146.41	ARES Ada County
5	146.43	ARES Adams, Owyhee
6	146.47	ARES Boise County
7	146.51	ARES Canyon County
8	146.55	ARES Elmore, Payette
9	147.49	ARES Gem County
10	147.51	
11	147.53	ARES Valley County
12	147.55	ARES Washington County
13		
14		
15	146.94 (-) 100	Treasure Valley Repeater (K7BSE)
16	146.84 (-) 100	VOI Shafer Repeater
17	145.25 (-) 100	Boise County ARC Repeater
18	147.2 (+) 100	SRARC Squaw Butte
19	146.62 (-) 100	Snowbank VHF Repeater
20	147.02 (+) 100	McCall 2M Repeater (KC7MCC)
21	147.24 (+) 100	Cinnabar Repeater
22	443.6 (+) 100	Cinnabar UHF Repeater
23	444.9 (+) 100	Shafer UHF Repeater
24	443.3 (+) 100	Snowbank UHF Repeater (K7ZZL)

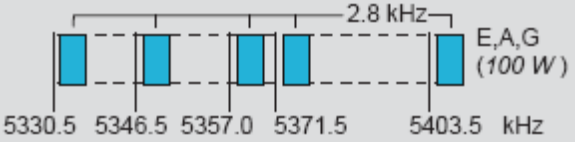
Channel	Frequency	Use
25	145.09	ERC Boise Storehouse
26	144.91	Boise-Meridian Region
27	145.03	ERC Boise North, meridian, Meridian East, Meridian North stakes
28	145.05	ERC Boise West, Meridian Amity, Meridian South stakes
29	144.99	EERC Boise, Boise Central, Boise South, Boise East, Boise YSA stakes
30	145.07	ERC Meridian Paramount, Meridian West, Eagle, Star stakes
31	145.01	ERC Nampa-Caldwell Region
32	144.95	ERC Nampa North, Nampa East stakes
33	145.58	ERC Nampa South, Nampa West stakes
34	144.93	ERC Kuna, Kuna East stakes
35	146.57	ERC Caldwell, Caldwell East, Middleton stakes
36	146.49	ERC Emmett
37	146.45	ERC Ontario Region, Ontario, Weiser, Nyssa, LaGrande stakes
38		
39		
40	146.780 (-) 100	VWR Command Repeater
41	444.725 (+) 100	VWR Logistics Repeater
42	444.275 (+) 123	VWR Operations Repeater

Channel	Frequency	Use
43	146.45	VWR Command Simplex
44	146.57	VWR Logistics Simplex
45	146.43	VWR Operations Simplex
46	146.55	VWR Safety/Event Alternate
47		
48		
49		
50	146.52	National Simplex Calling
51	144.97	Ada County Emrg Mngmt Sys All Call VHF
52	446.6	Ada County Emrg Mngmt Sys All Call UHF
53	444.475 (+) DCS 245	Ada County EOC

ARRL Band Plan

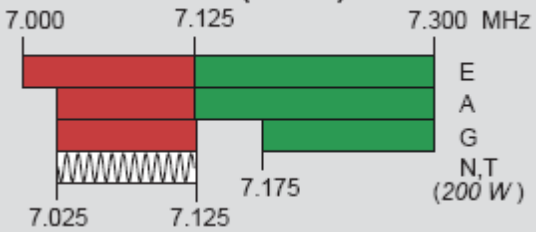


60 Meters (5.3 MHz)



General, Advanced, and Amateur Extra licensees may operate on these five channels on a secondary basis with a maximum effective radiated output of 100 W PEP. Permitted operating modes include upper sideband voice (USB), CW, RTTY, PSK31 and other digital modes such as PACTOR III as defined by the FCC Report and Order of November 18, 2011. USB is limited to 2.8 kHz centered on 5332, 5348, 5358.5, 5373 and 5405 kHz. CW and digital emissions must be centered 1.5 kHz above the channel frequencies indicated above. Only one signal at a time is permitted on any channel.

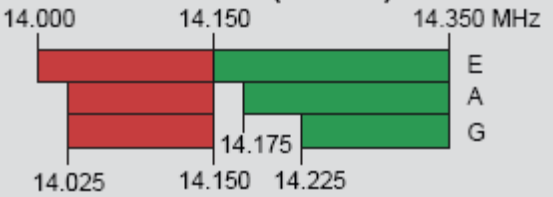
40 Meters (7 MHz)



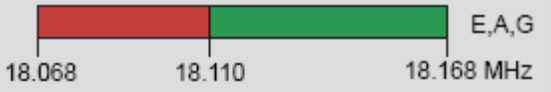
30 Meters (10.1 MHz)

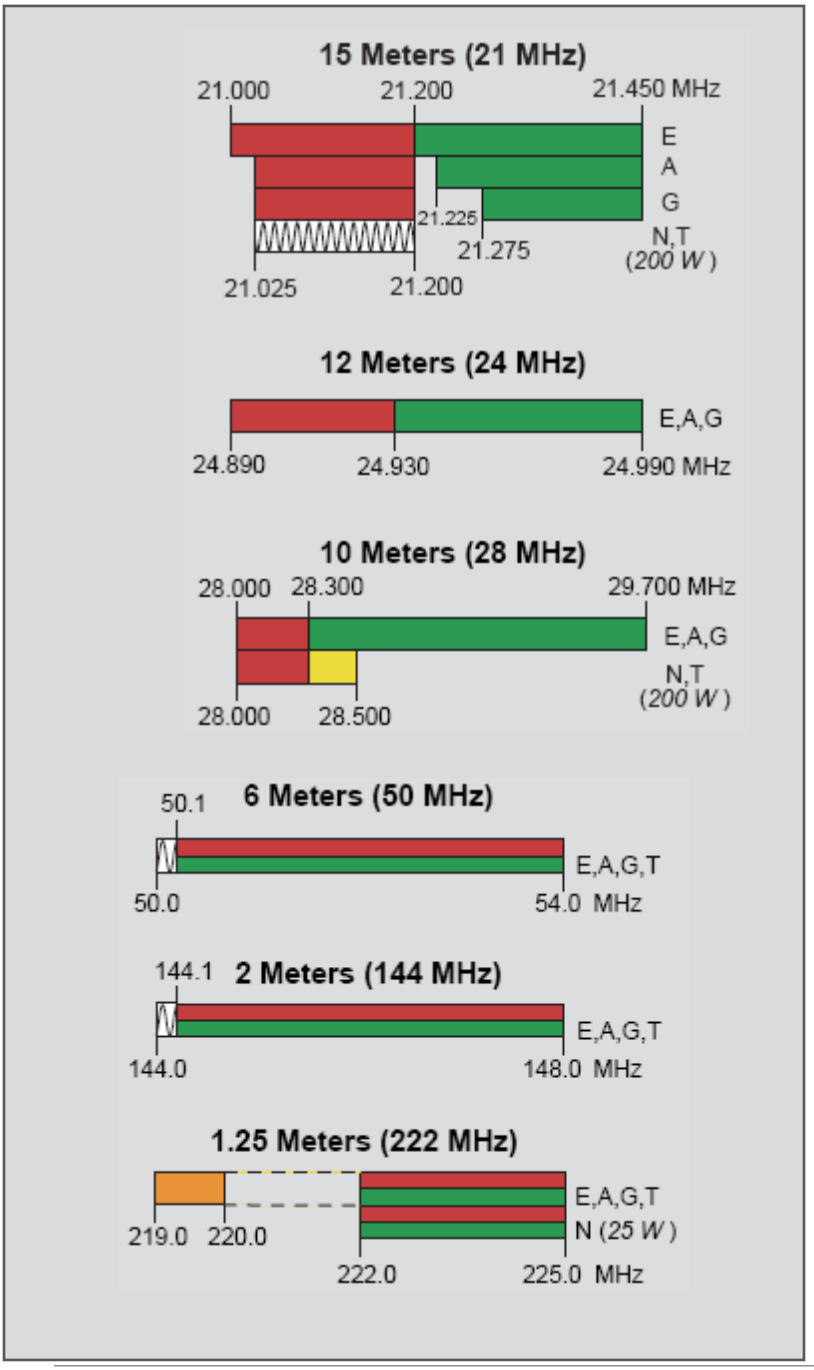
Avoid interference to fixed services outside the US.

20 Meters (14 MHz)

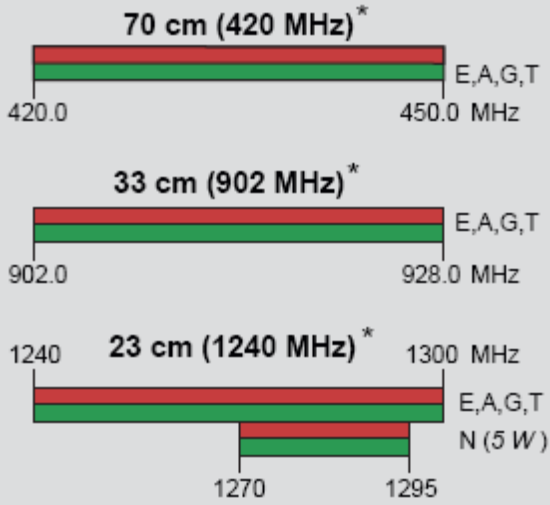


17 Meters (18 MHz)




15 Meters (21 MHz)
21.000
21.200
21.450 MHz
E
A
G
21.225
21.275
N,T
(200 W)
21.025
21.200
12 Meters (24 MHz)
E,A,G
24.890
24.930
24.990 MHz
10 Meters (28 MHz)
28.000
28.300
29.700 MHz
E,A,G
N,T
(200 W)
28.000
28.500
6 Meters (50 MHz)
50.1
E,A,G,T
50.0
54.0 MHz
2 Meters (144 MHz)
144.1
E,A,G,T
144.0
148.0 MHz
1.25 Meters (222 MHz)
E,A,G,T
219.0
220.0
N (25 W)
222.0
225.0 MHz

*Geographical and power restrictions may apply to all bands above 420 MHz. See *The ARRL Operating Manual* for information about your area.



All licensees except Novices are authorized all modes on the following frequencies:

2300-2310 MHz	10.0-10.5 GHz *	122.25-123.0 GHz
2390-2450 MHz	24.0-24.25 GHz	134-141 GHz
3300-3500 MHz	47.0-47.2 GHz	241-250 GHz
5650-5925 MHz	76.0-81.0 GHz	All above 275 GHz

* No pulse emissions

= RTTY and data
= phone and image
= CW *only*
= SSB phone
= USB phone, CW, RTTY, and data
= Fixed digital message forwarding systems *only*

E = Amateur Extra
A = Advanced
G = General
T = Technician
N = Novice

CB Frequencies

Ch	MHz	Ch	MHz	Ch	MHz	Ch	MHz
1	26.965	2	26.975	3	26.985	4	27.005
5	27.015	6	27.025	7	27.035	8	27.055
9	27.065	10	27.075	11	27.085	12	27.105
13	27.115	14	27.125	15	27.135	16	27.155
17	27.165	18	27.175	19	27.185	20	27.205
21	27.215	22	27.225	23	27.255	24	27.235
25	27.245	26	27.265	27	27.275	28	27.285
29	27.295	30	27.305	31	27.315	32	27.325
33	27.335	34	27.345	35	27.355	36	27.365
37	27.375	38	27.385	39	27.395	40	27.405

FRS Frequencies

Ch	MHz	Ch	MHz	Ch	MHz
1	462.5625	2	462.5875	3	462.6125
4	462.6375	5	462.6625	6	462.6875
7	462.7125				
8	467.5625	9	467.5875	10	467.6125
11	467.6375	12	467.6625	13	467.6875
14	467.7125				

Multi-Use Radio Frequencies (MURS)

Ch	Freq (MHz)	Ch	Freq (MHz)
1	151.820	2	151.880
3	151.940	4	154.570
5	154.600		

Efficient Frequency Utilization

Repeaters offer the best means of communications at 2M and 70cm. However, users need to evaluate the information being passed to ensure that they make the frequency choice that will provide greatest overall utilization.

If an area or need can be served effectively with simplex frequencies then that should be the choice unless it is necessary that the information being transmitted reach stations beyond the reach of the simplex operation.

Using repeaters unnecessarily for short-distance communications makes that resource unavailable for those who need that coverage.

Simplex skills and an understanding of coverage area are critical to ensure the best possible communications in the event that an area repeater becomes unavailable.

When choosing a frequency think about who needs to hear this transmission (using the principle of the least amount of power required). A repeater essentially acts like boosting your power so pick the right equipment combination for the required communications.

When using simplex operations, open your squelch to full open to increase the likelihood that you can hear weak stations.

Military Frequencies

Frequencies in this section are for monitoring purposes only. Operators are not authorized to use these frequencies without prior authorization from the controlling agency.

Idaho Aviation Frequencies

Frequencies in this section are for monitoring purposes only. Operators are not authorized to use these frequencies without prior authorization from the controlling agency.

For a current and/or more complete list of aviation frequencies refer to www.airnav.com.

Use	Frequency
Emergency Guard	121.5
AIR to AIR	122.75
AIR to AIR (Helicopters)	123.025
Aeronautical Search and Rescue	123.1
American Falls UNICOM	122.8
Blackfoot UNICOM	122.8
Big Sky Approach (Boise) - North	126.9
Big Sky Approach (Boise) - South	119.6
Boise UNICOM	122.95
Boise Tower	118.1
Boise Ground	121.7
Boise Weather	123.9
Bonners Ferry UNICOM	123.0
Bonners Ferry Weather	132.575
Burley CTAF	122.9
Burley Weather	135.575
Caldwell CTAF	122.7
Caldwell Weather	135.075

Use	Frequency
Challis UNICOM	122.8
Challis Weather	119.275
Coeur D'Alene UNICOM	122.8
Coeur D'Alene Weather	135.075
Emmett CTAF	122.9
Hailey CTAF	125.6
Hailey UNICOM	122.95
Hailey Tower	125.6
Hailey Weather	128.225
Garden Valley CTAF	122.9
Idaho City CTAF	122.9
Idaho Falls CTAF	118.5
Idaho Falls UNICOM	122.95
Idaho Falls Weather	135.325
Idaho Falls Tower	118.5
Lewiston CTAF	119.4
Lewiston UNICOM	122.95
Lewiston Tower	119.4
Lewiston Weather	135.575
McCall UNICOM	122.8
McCall Weather	119.925
Mountain Home CTAF	122.8
Nampa CTAF	122.7
Nampa Weather	118.325

Use	Frequency
Payette CTAF	122.9
Pocatello CTAF	119.1
Pocatello UNICOM	122.95
Pocatello Tower	119.1
Pocatello Weather	135.625
Rexburg CTAF	122.8
Rexburg Weather	135.075
Salmon CTAF	122.8
Salmon Weather	135.075
Sandpoint CTAF	122.7
Sandpoint Weather	135.425
Soda Springs CTAF	122.8
Twin Falls CTAF	118.2
Twin Falls UNICOM	122.95
Twin Falls Tower	118.2
Twin Falls Weather	135.225
Weiser CTAF	122.8

Railroad Frequencies

Frequencies in this section are for monitoring purposes only. Operators are not authorized to use these frequencies without prior authorization from the controlling agency.

Utility Frequencies

Frequencies in this section are for monitoring purposes only. Operators are not authorized to use these frequencies without prior authorization from the controlling agency.

Chapter 5 RESPONSE PLAN

Review and complete these response steps immediately upon identifying the existence of an emergency. Do not go on the air until you have prepared by completing these actions.

1. Locate your family. Assess their safety and security. Relocate to safe location as needed.
    a. My primary family relocation destination is _____.
    b. My secondary family relocation destination is _____.
2. Assess your location for safety and security.
3. Assemble your Go-Kit, 72-Hour Kit, and required documents to prepare for deployment
4. If present location is not safe and secure, relocate as needed. Take Go-Kit, 72-Hour Kit, and Documents.
    a. My primary personal deployment relocation destination is _____.
    b. My secondary personal deployment relocation destination is _____.
5. Prepare SitRep based on your conditions and surrounding
6. If available, log in to WebEOC to obtain official status reports based on collective information at EOC
7. Set-up VHF radio at your safe location
8. Check the frequency plan to identify the name and assigned frequency for your local VHF simplex net.
9. Write in the net name and frequency in the blank spaces in the net scripts below.
10. Turn on your radio and select the appropriate simplex frequency for your local VHF simplex net.
11. Verify that your radio is properly configured for VHF operation and that offset and CTCSS/DCS are off; begin monitoring.

12. . Determine your **GYRB status** prior to going on the air. See the Acronym Definitions section to identify your **GYRB Status.**
13. At a certain point in the Net Operating Script the Net Control Operator will have to assign stations to act as either a long distance VHF liaison station or an HF Liaison station or both. If you may be operating as the NCO review the following instructions prior to opening the net so you are clear on what needs to happen. These steps are repeated in the Operating Script.
    a. Determine if any stations on the net are capable of operating as a long-distance VHF Liaison station
    b. Determine if any stations on the net are capable of operating as an HF Liaison station
14. Prepare the following forms for use:
    a. Personal incident log notepad
    b. Idaho ARES ICS-213 Message Form; Use this form to record all message traffic sent or received. Use one form for each message.
    c. Idaho ARES ISC 309 Communications Log Form; Use this form to record the occurrence of each message sent or received. Also use this form to record significant events or activities that occur. This form is your record of messages, activities, events, and general observations during your deployment. This record is particularly important in performing post mortem review of an exercise or event.
    d. Idaho ARES ICS-217A Communications Resource Log (for all NCOs); Use this form to track all available resources throughout the event. NCO's must keep this record. Deployed operators may keep the record at their discretion.
    e. Area SitRep form

15. Check for net traffic on the following frequencies.
    a. Your county primary simplex
    b. Your county alternate simplex
    c.
16. Attempt to check-in to local VHF net using the Net Opening Script as found in the **Net Operation** section.
17. If no response, open the local VHF directed net on the primary frequency and operate according to procedures using the Net Operating Script as found in the **Net Operation** section.
18. Continue to monitor all available frequencies
19. If you are able to operate as a long-distance VHF Liaison Station or an HF Liaison Station, set-up the required radio, antenna and power supply at your location. Do not setup as a Liaison Station unless or until the Local VHF net is operational and Net Control Operator has made the assignment. Report your liaison capability to the net NCO when you make contact.
20. Transmit on your local net frequency every 15 minutes (based on the hour) as acting NCO until you can establish net operations in accordance with the Net Operations section.
21. When you can establish an NCO and net scribe begin normal net operations with scheduled hourly reporting at 30 minutes past the hour.
22. Update ICS-217a and SitRep as additional stations report
23. As soon as possible, establish a 2Meter liaison operator on the Area Simplex frequency with responsibility to monitor and transmit as required
24. As soon as possible, establish an HF liaison operator with responsibility to monitor and transmit as required
25. Assign response teams to your assigned served agencies or other responsibilities as directed from BHS or your county government Emergency Coordinator

26. Track response team assignments on your ICS-217a
27. Track on-duty time of each active operator. If it appears that the emergency will extend beyond 12 hours, at four (4) hours on-duty put some of your team to off-duty status to allow them to rest. Give them instruction to return to active duty in eight (8) hours, prepared for a 12 hour shift.

Chapter 6 NET OPERATION

Effective Operation

The purpose of all radio communication operated under the direction of ARES or RACES authority is the efficient passing of information. As a result attention to detail and proper procedure is critical. Net operators and participants should apply proper procedure in all ARES nets regardless of whether they are scheduled, training, or emergency operations.

Principles for Simplex Operation

Simplex operation is much different from repeater operation. Signal propagation of VHF simplex signals are typically limited to 7-10 miles over relatively flat terrain. Positioning yourself on a hill increases range.

In simplex operation it is common to require relays by other radio operators to pass a message over any significant distance.

A few key points to remember to improve communications when operating in simplex are:

1- Set your squelch just above the quieting limit or even open it up all the way. Opening your squelch requires you to hear the noise, but it also increases the odds that you will hear a weak signal. In simplex many signals will be weak and more your squelch is open the more you will hear.
2- Allow time between transmissions. Just because you didn't hear someone doesn't mean there wasn't any traffic. This is especially important if you have a hilltop relay station in operation. They will hear lots of things that you don't hear.
3- If you are acting as a relay station, periodically request that stations that are close by with strong signals standby and allow a specific time for weak stations to try to make contact.

Protocol for Clean Band Conditions

This protocol is applicable in clean band conditions. This is often the case with VHF/UHF communications. Repeaters generally ensure clean band conditions but they are also often available for any VHF/UHF communications and occasionally in HF communications.

1- If working from an established script
    a. Review the script carefully prior to the net to assure you are familiar with the content
    b. Read the script carefully and distinctly
    c. Read call signs without the use of phonetic alphabet
2- ARES nets are for the purpose of improving skills for emergency operations; they should be conducted with this purpose in mind.
3- Do not engage in personal or extraneous conversation
4- Stay on the key points that need to be covered with no extras. **ARES nets are no place for ragchew**.
5- When using a repeater, allow time (about 1 second) after keying your mic to allow the repeater links to establish.
6- When using a repeater, after a station has transmitted, wait for 3-4 seconds and listen to hear the repeater drop out. Do not transmit until the repeater resets.
7- When acting as net control allow time for the repeater to drop out and for a station to respond before moving on.
8- Although net control may not use the phonetic alphabet, the responding station should use the phonetic alphabet for the first response. Subsequent communications can use simple letters for the call sign.

Example of Clean Band Contact

NCS:	AD7IW
AD7IW:	Alpha Delta Seven India Whiskey, Emergency Power, No Traffic
NCS:	AD7IW Copy, KG7GKK

KG7GKK:	KG7GKK, Commercial Power, No Traffic
NCS:	KG7GKK Copy, N7IBC
N7IBC:	N7IBC, Emergency Power, Traffic
NCS:	N7IBC Copy

Protocol for Marginal Band Conditions

1- Apply all procedures outlined for clean band conditions except phonetic alphabet use
2- Both the NCS and the sending station should use the phonetic alphabet to exchange call signs
3- Once the call sign is recognized, operators should discontinue the use of phonetics for efficiency unless band conditions are so bad that phonetics are necessary to maintain identification
4- Do not engage in personal or extraneous conversation
5- Stay on the key points that need to be covered with no extras

Example without a printed check-in roster

NCS:	Are there stations desiring to check-in
KD7UCH:	Kilo Delta Seven Uniform Charlie Hotel
NCS:	Kilo Delta Seven Uniform Charlie Hotel, go ahead
KD7UCH:	KD7UCH, Emergency Power, No Traffic
NCS:	KD7UCH Copy

Example of effective communications

As a good example of effective communications, listen to Air Traffic Control. Air traffic control is tasked with conducting thousands of communications that are clear, concise and that protect property and life. They provide an excellent pattern for our communications skills.

You can monitor ATC communications by going to:

www.liveatc.net

In the Airport Search field enter the code KBOI to listen to Boise ATC transmissions. You will hear professional communications with a high degree of accuracy and effectiveness. You might have to wait for a little while because if they don't have anything to say, they don't say anything.

Local Area VHF Net Opening Script

INSTRUCTION:

<use this script to determine if there is an NCS in operation already>

This is _____ *<your call sign>* checking the status of the _____ <identify local coverage area> simplex VHF net operating on _____ MHz. Is this frequency in use or being monitored?

INSTRUCTION:

<check the frequency plan for the net operating frequency>

Local Area VHF Net Operating Script

This is the _____ <identify local coverage area> simplex VHF net on _____ MHz.

INSTRUCTION:

<check the frequency plan for the net operating frequency>

This is a closed net that is operating in response to an emergency in the area. This net is conducted under the direction of ARES Emergency Coordinators and local and state emergency management personnel.

This is _____ *<your call sign>* acting as net control. My tactical call sign is _____ *<your tactical call sign if established; typically Net Name NCO>*.

INSTRUCTION:

<Determine if there are any monitoring stations. From the monitoring stations determine who is best equipped to

perform the functions of Net Control Operator and Net Scribe. Make those assignments and maintain them until a change is indicated or required.>

<Identify if any available stations have capability for longer distance VHF or HF operation for liaison purposes. If stations are available with these capabilities, assign one station to long-distance VHF liaison VHF and one station to HF liaison.>

<Request that the long distance VHF liaison and the HF liaison monitor the assigned frequencies for these functions while also continuing to monitor this local VHF net.>

<Assign tactical call signs to the Net Scribe, VHF Liaison and HF Liaison. Note these assignments and tactical call signs on your paperwork>

<Assign tactical call signs to remaining stations based on their function or location. Note the assigned tactical call signs on your paperwork>

This net will request reports from participating operators hourly on the hour until further notice. Between active reports this frequency will be monitored by net control. All participating stations are requested to remain on frequency until released by net control.

Stations with emergency or priority traffic may break net proceedings at any time by calling EMERGENCY or PRIORITY to break the net proceedings.

During the hourly reports, net control will call all stations that have previously reported. If there are new stations that have come on frequency since the last report, they will be invited to report at the end of the roll call. New stations will be added to the roll call for subsequent hourly reports. All reporting statins are requested to stay on frequency until released by net control. If a station must leave this frequency they should request leave from net control.

Stations are encouraged to assist net control with relays when the need is indicated. If you have relay traffic, you may break the net proceedings by calling the pro word RELAY.

If there is any emergency or priority traffic please come now with you call sign.

INSTRUCTION:

<Wait 7 seconds for emergency/priority traffic identification>

We will now proceed with the hourly roll call. When your tactical call sign is called, please respond with your tactical call sign, your GYR status, whether you have traffic, or an updated sitrep, and end with your call sign. After all stations have checked in, stations with traffic or updated sitreps will be invited to make their report.

INSTRUCTION:

<Go through the list of stations that have previously checked in using the ICS-217a form.>

This is _____ *<your call sign>* net control. My tactical call sign Net Control.

I will now take reports from those stations that indicated they have a report or traffic.

INSTRUCTION:

<Go through the ICS-217a form again inviting stations with traffic or sitreps to report their information.>

This is _____ *<your call sign>* net control. My tactical call sign Net Control.

Are there any missed or new stations that would like to check in to this net? Please come now with your call sign, location, your GYR status, and whether you have traffic for this net.

INSTRUCTION:

<Wait for missed or new stations to report. Log each new station to your ICS-217a.>

<After new stations have been logged return to each new station. Identify their capability and status and assign a tactical call sign.>

This is _____ *<your call sign>* net control. My tactical call sign Net Control.

Is there any other traffic or updated reports for this net at this time? If so, please come now with your call sign.

INSTRUCTION:

<Wait for missed or new stations to report. Log each new station to your ICS-217a. Handle the traffic as needed.>

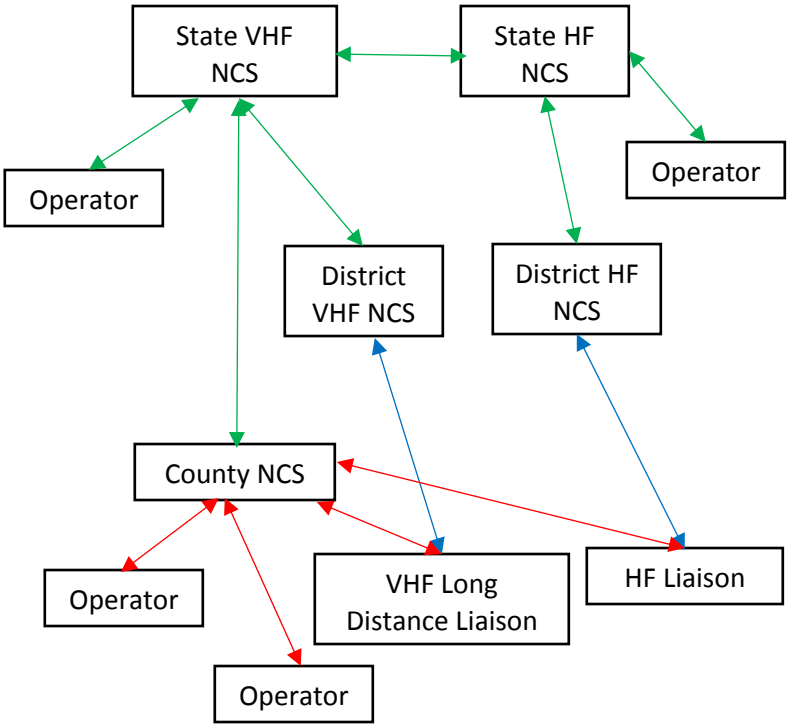
This concludes this scheduled reporting interval for the _____ <identify local coverage area> simplex VHF net operating on _____ MHz. This is a closed net and the net will continue to operate on this frequency until further notice. The Net Control Station will continue to monitor this frequency. Any traffic on this frequency should be directed to Net Control. This net will accept normal traffic and check-ins at 30

minutes past the next hour at _____ *<the time of the next hourly interval 30 minutes past the hour>*.

If you have traffic for the net prior to the next scheduled report, please contact this Net Control Station.

This is Net Control, _____ *<your call sign>* monitoring the _____ <identify local coverage area> simplex VHF net, operating on _____ MHz. .

Net Structure Diagram



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Chapter 7 MESSAGE TRAFFIC

Sending Message Traffic

- Remember you “SEND” a message, you don’t “read” it.
- Delivery must be clear and slow enough to allow the receiving station(s) to write the message accurately.
- No one can write as fast as you can speak. Slow your delivery. Speaking too fast will result in having to transmit the message multiple times, thus slowing the rate of information transfer.
- Relay the message accurately
- It is not necessary for you to understand the message, just convey it accurately
- Maintain a copy of the message for your records.
- Record the message transaction on your communications log
- Speak slowly, distinctly, clearly
- Do not let your voice trail off at the end of words or sentences
- Give each and every word equal force
- Talk across your microphone. Speak slowly and clearly. Do not use VOX.
- Use plain language, including plain punctuation
- Pronounce numbers individually. 73 = SEVEN THREE, not seventy-three.
- Avoid words or phrases that carry strong emotions.
- Follow standard procedures
- Do things consistently
- Use PROCEDURAL WORDS
- “Q” signals or “10 codes” and similar jargon should be avoided; use “plain language”.

- Use care when using repeaters or linked repeaters to allow time for repeater operation to avoid losing the first few syllables or words in your transmission

Avoid

- Thinking aloud on the air: “Ahhh, let me see. Hmm. Well, you know, if…”
- On-air arguments, criticism, or rambling commentaries
- Shouting into your microphone
- “Cute” phonetics
- Identifying every time you key or un-key the mic
- Speaking without planning your message in advance
- Talking just to pass the time.

Pro Words

PRO WORD	MEANING/DESCRIPTION
MESSAGE or MESSAGE FOLLOWS	A message that requires recording follows
BREAK	Separation between parts of a message
OVER	End of my transmission, a response is expected
ROGER	Transmission has been received
CLEAR or OUT	End of contact; end of transmission, no response expected
STAND BY	Temporary interruption to message traffic
LETTER GROUP	Introduce a group of 2 or more letters; send letters as ITU phonetics

PRO WORD	MEANING/DESCRIPTION
MIXED GROUP	Introduce a mixed group of letters and numbers; state letters phonetically and numbers as individual digits.
INITIAL	Transmit a single letter using ITU phonetics; such as a person's initial
FIGURE or FIGURES	Transmit a group of numbers; send digits as individual numbers 528 is FIVE TWO EIGHT
DECIMAL	Decimal point in a number; 6.37 is FIGURES six DECIMAL three seven
I SPELL	Spell a work using ITU Phonetic alphabet
SAY AGAIN	Request by receiver to have word or phrase retransmitted. Do not use REPEAT as this word has a specific meaning in military artillery activity.
I SAY AGAIN	Sender repeats the previous word, group, or phrase
VERIFY	Request by sender for receiver to verify the message
I VERIFY	Receiver reads back the received message to verify with sender
AMATEUR CALL	A word group specifically for a call sign
WORD BEFORE or WORD AFTER	Used by receiving station to request retransmission of specific word by its position in the message
ALL BEFORE or ALL AFTER	Used by receiving station to request retransmission of message BEFORE or AFTER a specified point
PERIOD	End of sentence; do not use DOT or XRAY.

PRO WORD	MEANING/DESCRIPTION
QUERY	End of Question
COLON	Punctuation mark ":"
SEMI-COLON	Punctuation mark ";"
COMMA	Punctuation mark ","
DASH	Punctuation mark "-"; not "hyphen"
DOT	Separator in email address, i.e. arrlDOTcom
ATSIGN	@ in an email address

Phonetics

- Phonetics are required in certain instances (INITIAL, AMATEUR CALL, I SPELL) but is otherwise a judgment call by the sender
- The quality of the communications channel is the primary indicator of need in most cases
- In high noise or low signal conditions, phonetics should be strongly considered
- Use proper ITU phonetics, not personal made-up versions, whenever use is necessary
- ZULU ≠ ZED

- When spelling a word such as “zoo” using phonetics, do not send “ZED OSCAR OSCAR”, correctly send “ZULU OSCAR OSCAR”
- Saying “kay eff seven zed cee pee” for KF7ZCP is a common and acceptable practice

ITU Standard Alphabet

A--Alfa “AL-FAH”
B--Bravo “BRAH-VOH”
C--Charlie “CHAR-LEE” or “SHAR-LEE”
D--Delta “DELL-TAH”
E--Echo “ECK-OH”
F--Foxtrot “FOKS-TROT”
G--Golf “GOLF”
H--Hotel “HOH-TELL”
I--India “IN-DEE-AH”
J--Juliett “JEW-LEE-ETT”
K--Kilo “KEE-LOH”
L--Lima “LEE-MAH”
M--Mike “MIKE”
N--November “NO-VEM-BER”
O--Oscar “OSS-CAH”
P--Papa “PAH-PAH”
Q--Quebec “KEH-BECK”
R--Romeo “ROW-ME-OH”
S--Sierra “SEE-AIR-RAH”
T--Tango “TANG-GO”
U--Uniform “YOU-NEE-FORM” or “OO-NEE-FORM”
V--Victor “VIK-TAH”
W--Whiskey “WISS-KEY”
X--X-ray “ECKS-RAY”
Y--Yankee “YANG-KEY”
Z--Zulu “ZOO-LOO”

Numbers

0 - “ZEE-RO”
1 - “WUN”
2 - “TOO”
3 - “TH-UH-REE” or “TREE”
4 - “FOW-ER”
5 - “FI-IV” or “FIFE”
6 - “SIX”
7 - “SEV-EN”
8 - “ATE” or “A-IT”
9 - “NIN-ER”

Chapter 8 TIME & LOCATION STANDARDS

Time Standard

All radio operations shall be conducted and references using Zulu time. Any time it is necessary to write down or log a time, all operators shall use the following format.

YYYYMMDD HH:MM Zulu

Where

YYYY	four digit year
MM	two digit month
DD	two digit day
HH	two digit hour (Zulu)
MM	two digit minute

For Example: 5 Sept 2014 at 5:00PM would be

20140905 17:00 Zulu

Operators should exercise caution to record the correct date when recording Zulu time. Today's local date is not always the same as the Zulu date.

Time Synchronizing

It is important for stations to have a common time base. Synchronizing time standards are available at the following locations:

WWVB Radio:

- 2.500 MHz
- 5.000 MHz
- 10.000 MHz
- 15.000 MHz
- 20.000 MHz

Internet: www.time.gov

Smart Phone: Search Zulu Time Widget

UTC Time is a useful app

Operators should regularly synchronize their time devices, (phones, tablets, watches, clocks, computers, etc.) to a time standard such as www.time.gov. Computers can be configured to adjust automatically. Clocks and watches should be synchronized manually on a regular interval.

Zulu Time Conversion

When converted local time to Zulu time in the Mountain Time Zone:

1. Determine if Daylight Savings Time is effective
2. Convert local time to 24-hour format
3. For Standard time Add 7 hours to the local time
4. For DST time Add 6 hours to the local time
5. Adjust the date as needed

Mtn Std	Mtn DST	Pac Std	Pac DST	Zulu
12:00AM	01:00AM	11:00PM	12:00AM	Today; 07:00
01:00AM	02:00AM	12:00AM	01:00AM	Today; 08:00
02:00AM	03:00AM	01:00AM	02:00AM	Today; 09:00
03:00AM	04:00AM	02:00AM	03:00AM	Today; 10:00
04:00AM	05:00AM	03:00AM	04:00AM	Today; 11:00
05:00AM	06:00AM	04:00AM	05:00AM	Today; 12:00
06:00AM	07:00AM	05:00AM	06:00AM	Today; 13:00
07:00AM	08:00AM	06:00AM	07:00AM	Today; 14:00
08:00AM	09:00AM	07:00AM	08:00AM	Today; 15:00
09:00AM	10:00AM	08:00AM	09:00AM	Today; 16:00
10:00AM	11:00AM	09:00AM	10:00AM	Today; 17:00
11:00AM	12:00PM	10:00AM	11:00AM	Today; 18:00
12:00PM	01:00PM	11:00AM	12:00PM	Today; 19:00
01:00PM	02:00PM	12:00PM	01:00PM	Today; 20:00
02:00PM	03:00PM	01:00PM	02:00PM	Today; 21:00
03:00PM	04:00PM	02:00PM	03:00PM	Today; 22:00
04:00PM	05:00PM	03:00PM	04:00PM	Today; 23:00
05:00PM	06:00PM	04:00PM	05:00PM	Tmrw; 00:00
06:00PM	07:00PM	05:00PM	06:00PM	Tmrw; 01:00
07:00PM	08:00PM	06:00PM	07:00PM	Tmrw; 02:00
08:00PM	09:00PM	07:00PM	08:00PM	Tmrw; 03:00
09:00PM	10:00PM	08:00PM	09:00PM	Tmrw; 04:00
10:00PM	11:00PM	09:00PM	10:00PM	Tmrw; 05:00
11:00PM	12:00AM	10:00PM	11:00PM	Tmrw; 06:00

Daylight Savings Time Adjustment Dates

2016	13 March	6 November
2017	12 March	5 November
2018	11 March	4 November
2019	10 March	3 November
2020	08 March	1 November

Location Standard

Use the following standards for location reporting. If it is necessary to deviate, the operator is responsible to report the adjusted units.

GPS Format

Always report GPS locations using the format:

Degrees:Minutes:Seconds(.Decimal Seconds)

Decimal Seconds is optional

Never use fractional decrees to report GPS locations.

Distance

Report all distances in miles

Direction

Use magnetic compass headings for all directions.

Chapter 9 SPECIAL STATION TYPES

Long-Distance VHF Liaison Station

A long-distance VHF Liaison Station should have the following capabilities.

1. Ability to maintain a GREEN status at their present location
2. Ability to monitor at least two different VHF frequencies simultaneously.
3. Sufficient radio power and antenna to maintain reliable contact over at least a 25 mile distance and preferably to communicate to BHS using simplex communications. This may require repositioning to accommodate geographic limitations
4. Adequate power source to maintain the required power output for 72 hours with a 20% duty cycle.
5. Ability to record and transmit message traffic properly, including maintaining a written record of all message traffic handled.
6. A liaison station will be providing message transfer between the local VHF net and the Office of Emergency Management.

HF Liaison Station

An HF Liaison Station should have the following capabilities.

1. Ability to maintain a GREEN status at their present location
2. Ability to monitor at least one VHF frequency and one HF frequency simultaneously.
3. Sufficient radio power and antenna to maintain reliable VHF contact over a 25 mile distance using simplex communications.

4. Sufficient radio power and antenna to maintain reliable HF contact over a 300 mile distance using simplex communications.
5. Adequate power source to maintain the required power output for 72 hours with a 20% duty cycle on all required radios.
6. Ability to record and transmit message traffic properly, including maintaining a written record of all message traffic handled.
7. A liaison station will be providing message transfer between the local VHF net and the Office of Emergency Management.

Chapter 10 RESOURCE LIST

VHF Operators

No	Call Sign	Name	County	Position
1	N7DKW	Daniel Woodall	Ada	DEC
2	N7STU	Dennis Stewart	Ada	CEC
3	K7BFT	Brent Trimble	Ada	CAEC
4	N7MTB	Michael Blomstrom	Ada	CAEC
5	N7OCR	Michael Hyde	Ada	CAEC
6	W7IZO	STEVEN ROUSE	Ada	CAEC
7	AE7RU	Gerald Kroenke	Ada	OP
8	K7DMR	Doug Royer	Ada	OP
9	K7IDO	James Roethig	Ada	OP
10	K7LTC	Bart Hill	Ada	OP
11	K7MVT	Mark Van Tuyl	Ada	OP
12	K7RAH	Richard Hawkesworth	Ada	OP
13	K7SKE	Mike Garske	Ada	OP
14	K7TRY	Elliott Stoddard	Ada	OP
15	KA7UOR	Zane Darner	Ada	OP
16	KB7SYE	Gaylan Olson	Ada	OP
17	KC7RAN	Joey Shelby	Ada	OP
18	KD7NGQ	Andrew Hyman	Ada	OP
19	KD7QAW	John Heil	Ada	OP
20	KE7YD	Ken Kaae	Ada	OP
21	KF7BRI	Jon Ruzicka	Ada	OP
22	KF7JBO	Jeff Waldeck	Ada	OP
23	KF7SSF	William R Coleman	Ada	OP
24	KF7TWO	Robert Wells	Ada	OP
25	N1SRC	Eric Freeman	Ada	OP
26	N7WH	Bill Hoek	Ada	OP
27	W7CVS	Brian Adams	Ada	OP
28	W7EBC	Blair Christensen	Ada	OP

No	Call Sign	Name	County	Position
29	W7EMH	Eleanor Hawkesworth	Ada	OP
30	W7IB	Casey McPartland	Ada	OP
31	W7KBX	Kyle Buckley	Ada	OP
32	W7WK	Garry Snyder	Ada	OP
33	KE7KQE	Martin Tushkowski	Adams	OP
34	WA7ZZS	Larry Bickham	Canyon	CEC
35	K7EPH	Ed Hennigan	Canyon	OP
36	K7JPS	John Stone	Canyon	OP
37	KE7PEF	Jeff Aebischer	Canyon	OP
38	KF7DDT	Boyd Wilmoth	Canyon	OP
39	KG7JJI	Jim Thomas	Canyon	OP
40	N0BOE	Aaron Rynearson	Canyon	OP
41	N7JGM	Paul Nichols	Canyon	OP
42	N7SMA	Russ Dunn	Canyon	OP
43	ND7L	Don Lynn	Canyon	OP
44	NF7T	Jake Gier	Canyon	OP
45	AB7RQ	John Holwege	Elmore	CEC
46	KE5TVB	Shane Banks	Elmore	OP
47	N3ZMW	Jeremiah Carley	Elmore	OP
48	N7UBO	Tim Rynearson	Gem	CEC
49	K7YPI	Charles Gordon	Gem	OP
50	KD7UCH	David Evans	Gem	OP
51	KE7KVA	Clint Reed	Gem	OP
52	W7OLA	Richard Barber	Gem	OP
53	KF6YNC	Marlene Moore	Owyhee	CEC
54	KB6ZOZ	Penny Johnson	Owyhee	OP
55	KG7LCJ	James Akers	Owyhee	OP

No	Call Sign	Name	County	Position
56	KV7JB	Julie Bunker	Payette	CEC
57	K6SPS	Stephen Smith	Payette	OP
58	KA7U	Ron Morell	Payette	OP
59	AD7IW	Tim Bailey	Valley	CEC
60	KF7JPJ	Bob Renn	Valley	OP
61	KG7GKK	Bill Beckham	Valley	OP
62	KG7GKN	Mike Huston	Valley	OP
63	KG7GKS	Richard Wagner	Valley	OP
64	N7IBC	Larry Stokes	Valley	OP
65	W7CIA	Ray Montagne	Valley	OP

VHF Operators with Deployable Long Distance Capability

HF Operators

No	Call Sign	Name	County	Position
1	N7DKW	Daniel Woodall	Ada	DEC
2	N7STU	Dennis Stewart	Ada	CEC
3	N7MTB	Michael Blomstrom	Ada	CAEC
4	N7OCR	Michael Hyde	Ada	CAEC
5	W7IZO	STEVEN ROUSE	Ada	CAEC
6	AE7RU	Gerald Kroenke	Ada	OP
7	K7DMR	Doug Royer	Ada	OP
8	K7LTC	Bart Hill	Ada	OP
9	K7MVT	Mark Van Tuyl	Ada	OP
10	K7RAH	Richard Hawkesworth	Ada	OP
11	K7SKE	Mike Garske	Ada	OP
12	K7TRY	Elliott Stoddard	Ada	OP

No	Call Sign	Name	County	Position
13	KA7UOR	Zane Darner	Ada	OP
14	KC7RAN	Joey Shelby	Ada	OP
15	KE7YD	Ken Kaae	Ada	OP
16	KF7BRI	Jon Ruzicka	Ada	OP
17	N1SRC	Eric Freeman	Ada	OP
18	N7WH	Bill Hoek	Ada	OP
19	W7EMH	Eleanor Hawkesworth	Ada	OP
20	W7IB	Casey McPartland	Ada	OP
21	W7WK	Garry Snyder	Ada	OP
22	KE7KQE	Martin Tushkowski	Adams	OP
23	WA7ZZS	Larry Bickham	Canyon	CEC
24	K7EPH	Ed Hennigan	Canyon	OP
25	KE7PEF	Jeff Aebischer	Canyon	OP
26	KF7DDT	Boyd Wilmoth	Canyon	OP
27	N0BOE	Aaron Rynearson	Canyon	OP
28	N7JGM	Paul Nichols	Canyon	OP
29	N7SMA	Russ Dunn	Canyon	OP
30	NF7T	Jake Gier	Canyon	OP
31	AB7RQ	John Holwege	Elmore	CEC
32	KE5TVB	Shane Banks	Elmore	OP
33	N3ZMW	Jeremiah Carley	Elmore	OP
34	N7UBO	Tim Rynearson	Gem	CEC
35	K7YPI	Charles Gordon	Gem	OP
36	KD7UCH	David Evans	Gem	OP
37	W7OLA	Richard Barber	Gem	OP
38	KF6YNC	Marlene Moore	Owyhee	CEC
39	KB6ZOZ	Penny Johnson	Owyhee	OP

No	Call Sign	Name	County	Position
40	KV7JB	Julie Bunker	Payette	CEC
41	K6SPS	Stephen Smith	Payette	OP
42	KA7U	Ron Morell	Payette	OP
43	AD7IW	Tim Bailey	Valley	CEC
44	KF7JPJ	Bob Renn	Valley	OP
45	N7IBC	Larry Stokes	Valley	OP
46	W7CIA	Ray Montagne	Valley	OP

HF Operators with Deployable Stations

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Chapter 11 TACTICAL OPERATIONS

Tactical Call Signs

In emergency situations, tactical call signs should be used.

Net Control should assign tactical call signs unless directed otherwise by an authorized served agency.

Net control should track the operators assigned to all tactical call signs so they know the FCC call sign and operator at each tactical location.

Tactical call signs should identify the location or function of the station in plain terms. This will help all stations monitoring traffic to know the function or location of the reporting station.

When operating using tactical call signs, the operator should identify themselves using their tactical call sign. However, at the conclusion of their traffic or message they should sign off using their FCC call sign, e.g. “Aid 3, <your FCC call sign>”. This will accomplish two results: first everyone knows when they hear the FCC call sign that the station is finished; and second, it ensures compliance with FCC identification rules which must be followed even though tactical calls signs are being used.

Remember that even when using tactical call signs, operators are still required to:

1- Give their FCC call sign at least every 10 minutes
2- Close their transmissions with their FCC call sign

Tactical Organization

Chapter 12 SITREP FORMAT

Use the authorized SitRep Report form.

Include the following items in your SitRep report

- Date of Report
- Time of Report
- Person making Report
- Location
- Conditions in area
    - Injuries
    - Displaced persons
    - Damage
- Specific needs

Remember to use applicable time standards and location standards in your report. Refer to the Time and Location Standards section for further information.

Chapter 13 DEFINITIONS AND ACRONYMS

Acronym	Definition
IEOM	Idaho Office of Emergency Management
BLM	Bureau of Land Management
CDRH	Center for Devices and Radiological Health, USDHHS
CFR	Code of Federal Regulations
CHEMTREC	Chemical Manufacturers Assoc. Chemical Transportation Emergency Center
CST	101st Civil Support Team
CVS	Commercial Vehicle Safety
DEQ	Idaho Department of Environmental Quality
DHD	District Health Department
DOE	U.S. Department of Energy
DOI	U.S. Department of Interior
DOT	U.S. Department of Transportation
EC	Environmental Coordinator
EMS	Idaho Emergency Medical Services
EOC	Emergency Operations Center
EPA	U.S. Environmental Protection Agency
EPCRA	Emergency Planning and Community Right to Know Act
GYRB	GREEN Station is good; expect to be available in excess of 24 hours and up to 72 hours at present

Acronym	Definition
	location (with appropriate breaks) YELLOW Station is conditional; likely available for only from 6 to 24 hours at present location RED Station is marginal at present location; expect to be unavailable for some reason within next 3 hours BLACK No report from station in last period
ICS	Incident Command System
IDHW	Idaho Department of Health and Welfare
IFFO	Idaho Falls Field Office
INEEL-OP	(State) INEEL Oversight Program
IDWR	Idaho Department of Water Resources
INL	Idaho National Laboratory
ISP	Idaho State Police
ITD	Idaho Transportation Department
LEPC	Local Emergency Planning Committee
LERA	Local Emergency Response Authority
MCSAP	Motor Carrier Safety Assistance Program
NIMS	National Incident Management System
OP	INL Oversight Program
OSC	On Scene Coordinator

Acronym	Definition
PUC	Idaho Public Utilities Commission
RAP	DOE Radiological Assistance Program
REO	Regional Environmental Officer
RIC	Resource Information Committee
RRT	Regional Response Team
SARA	Superfund Amendments and Reauthorization Act of 1986
SERC	State Emergency Response Commission
TEC	Transportation Enforcement Coordinator
USDA	U.S. Department of Agriculture
USDHHS	U.S. Department of Health and Human Services
USFS	U.S. Forest Service
WCC	Warning Communications Center, Department of Energy, Idaho Falls
WMD	Weapons of Mass Destruction

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Chapter 14 HAZMAT EMERGENCY RESPONSE

Shipping Documents (Papers)

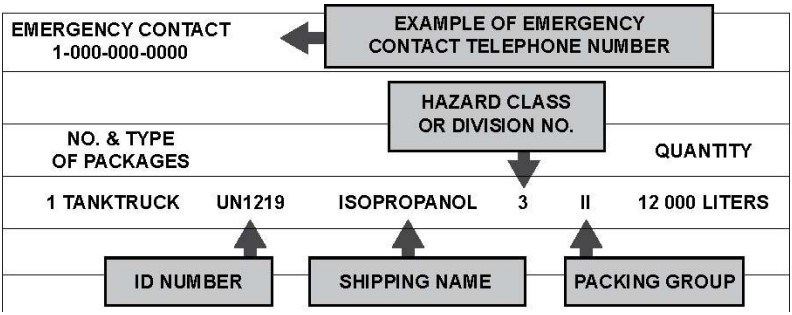
Shipping Documents (Papers) are synonymous and can be found as follows:

- Road – kept in the cab of a motor vehicle
- Rail – kept in possession of a crew member
- Aviation – kept in possession of the aircraft pilot
- Marine – kept in a holder on the bridge of a vessel

Shipping Documents (Papers) provide vital information regarding the hazardous materials/dangerous goods to initiate protective actions*

Information provided:

- 4-Digit Number, UN or NA
- Proper Shipping name
-
- Hazard Class or Division number of material
- Packing Group
- Emergency Response Telephone Number
- Information describing the hazards of the material (entered on or attached to shipping document)



Example of Placard and Panel with ID Number

The 4-digit ID Number may be shown on the diamond-shaped placard or on an adjacent orange panel displayed on the ends and sides of a cargo tank, vehicle or rail car.

A Numbered Placard

OR

A Placard and an Orange Panel

Safety Precautions

RESIST RUSHING IN!

APPROACH CAUTIOUSLY FROM *UPWIND, UPHILL* OR *UPSTREAM*:

- Stay clear of Vapor, Fumes, Smoke and Spills
- Keep vehicle at a safe distance from the scene

SECURE THE SCENE:

- Isolate the area and protect yourself and others

IDENTIFY THE HAZARDS USING ANY OF THE FOLLOWING:

- Placards
- Container labels
- Shipping documents
- Rail Car and Road Trailer Identification Chart
- Material Safety Data Sheets (MSDS)
- Knowledge of persons on scene
- If you have a HazMat Guide Book, consult applicable guide page

ASSESS THE SITUATION:

- Is there a fire, a spill or a leak?
- What are the weather conditions?
- What is the terrain like?
- Who/what is at risk: people, property or the environment?
- What actions should be taken – evacuation, shelter in-place or dike?
- What resources (human and equipment) are required?
- What can be done immediately?

OBTAIN HELP:

- Report the condition with all known information up your assigned communications channel to the appropriate emergency authority
- Advise your headquarters to notify responsible agencies and call for assistance from qualified personnel

RESPOND:

- Generally we will not be involved in the actual response; leave that to those who are trained to handle such situations.
- Enter only when wearing appropriate protective gear
- Rescue attempts and protecting property must be weighed against you becoming part of the problem
- Establish a command post and lines of communication
- Continually reassess the situation and modify response accordingly
- Consider safety of people in the immediate area first, including your own safety

ABOVE ALL: Do not assume that gases or vapors are harmless because of lack of a smell— odorless gases or vapors may be harmful. Use **CAUTION** when handling empty containers because they may still present hazards until they are cleaned and purged of all residues.

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Chapter 15 TELEPHONE NUMBERS

County Emergency Response

Ada County

- ISP for areas outside fire districts 208-846-7500
- Boise – Boise Fire Dept Hazardous Materials 208-384-3950
- Eagle – Eagle Fire Chief 208-939-6463
- Garden City – No. Ada Fire Dist 208-375-0906
- Kuna – Kuna Rural Fire Dist Chief 208-922-1144
- Meridian – Meridian Fire Chief 208-888-1234

Adams County

- ISP Region 3 for entire county 208-846-7500

Bannock County

- Bannock County Under Sheriff 208-236-7114
- Pocatello Fire Dept. 208-234-6202
- Arimo – Bannock Co. Sheriff 208-236-7114
- Chubbuck Fire Dept. 208-236-7111
- Inkom – Inkom Fire Chief 208-775-4964
- Lava Hot Springs – ISP Region 5 208-236-6066
- McCammon – McCammon Fire Chief 208-254-3200
  208-254-3255
- Pocatello – Pocatello Fire Chief 208-234-6202

Bear Lake County

- ISP Region 5 for entire county 208-236-6066

Benewah County

- Chatcolet – St. Maries Fire Chief 208-245-4551
- Plummer – Gateway Fire Chief 208-686-1313
- St. Maries – St. Maries Fire Chief 208-245-2555
- Tensed – ISP Region 1 208-772-8585

Bingham County

- Blackfoot – Blackfoot Fire District.....208-785-8606
- All other communities – ISP Region 5.....208-236-6066

Blaine County

- Ketchum & Ketchum Rural Fire Chief 208-726-7805
- Bellevue – ISP Region 4.....208-736-3060
- Hailey – Hailey Fire Chief 208-788-3147
- Sun Valley Fire Department.....208-726-0599

Boise County

- County Disaster Services Coordinator 208-392-4411
- Crouch – ISP Region 3 208-846-7500
- Horseshoe Bend – Chief of Police.....208-793-2255
- Idaho City – City Marshall 208-392-4411
- Placerville – Fire Chief.....208-392-4329

Bonner County

- Dept of Emergency Management.....208-265-5525
- Clark Fork – Fire Chief.....208-266-1574
- All other areas – ISP Region 1 208-772-8585

Bonneville County

- Idaho Falls Fire Chief.....208-529-1200
- Bonneville County Sheriff 208-529-1200

Boundary County

- Bonners Ferry Police chief 208-267-2412
- Bonners Ferry Fire Chief 208-267-3151
- Moyle Springs Fire Chief 208-267-3151

Butte County

- Arco Fire Chief 208-527-8294
- All other areas – ISP Region 6 208-525-7277

Camas County

- Fairfield, All other areas – ISP Region 4 208-736-3060

Canyon County

- Caldwell – Caldwell Fire Chief 208-455-3032
- Greenleaf – Caldwell Fire Chief 208-455-3032
- Melba – ISP Region 3 208-846-7500
- Middleton – Middleton Rural Fire District 208-585-6650
- Nampa Fire Chief 208-465-2257
- Notus – Caldwell Fire Chief 208-455-3032
- Parma – ISP Region 3 208-846-7500
- Wilder – Wilder Fire Chief 208-482-7228

Caribou County

- Director of Emergency Services 208-547-2583
- Caribou County Sheriff 208-547-2561
- Soda Springs – Soda Springs Police Dept. 208547-3213
- All other areas 208-547-2583

Cassia County

- Cassia County Civil Defense 208-878-2251
- Burley – Burley Fire Department 208-878-2251
- Oakley Fire Chief 208-878-2251
- All other areas – IPS Region 4 208-736-3060

Clark County

- Clark County Sheriff 208-374-5403

Clearwater County

- Clearwater County Sheriff 208-476-4521
- Orofino – County Sheriff 208-476-4521
- Weippe – County Sheriff 208-476-4521
- All other areas – ISP Region 2 208-799-5144

Custer County

- North Custer Fire District 208-879-2232
- Challis – North Custer Fire District 208-879-2232
- Stanley – Sawtooth Valley Fire Dist. 208-774-2222

All other areas – ISP Region 6 208-525-7277

Elmore County

Mountain Home Fire Chief 208-587-2100

All other areas – ISP Region 3 208-846-7500

Franklin County

Franklin County Sheriff 208-852-1234

Preston Fire Chief 208-852-1234

Franklin County Emergency Services Director 208-852-1332

Dayton – County Emerg Svcs Director 208-852-1332

All other areas – ISP Region 5 208-236-6066

Fremont County

Hazardous Incident Response Commander.....208-624-4482

Fremont County Sheriff 208-624-4482

Drummond – County Sheriff.....208-864-4482

St. Anthony – St. Anthony Fire Chief.....208-624-4404

All other areas – ISP Region 6 208-525-7277

Gem County

Gem County Sheriff.....208-365-3521

Emmett – Emmett Fire Chief 208-365-3521

Gem Fire District 1 208-365-3521

Gooding County

Bliss – Bliss Fire Department.....208-934-5515

Gooding – Gooding Fire Department 208-934-5515

Hagerman – Hagerman Fire Department 208-934-5515

Wendell – Wendell Fire Department.....208-934-5515

All other areas – ISP Region 4 208-736-3060

Idaho County

Idaho County Sheriff 208-983-1100

Riggins – Riggins Fire Chief 208-628-3572

All other areas – ISP Region 2 208-799-5144

Jefferson County

- Jefferson County Sheriff 208-745-9210
- Lewisville – Jefferson Central Fire Chief 208-745-9210
- Menan – Jefferson County Sheriff 208-745-9210
- All other areas – ISP Region 6 208-525-7277

Jerome County

- Jerome City 208-324-8189
- Hazelton – Fire District 208-825-5725
- All other areas – ISP Region 4 208-736-3060

Kootenai County

- County Disaster Services 208-769-4477
- Athol – Timberlake Fire District 208-683-3333
- Coeur d'Alene Fire Chief 208-769-2340
- Dalton Gardens – Kootenai County Fire & Rescue 208-676-8739
- Fernan Lake – ISP Region1 208-772-8585
- Harrison – Harrison Fire Chief 800-558-1212
- Hauser – Hauser Fire District 208-773-1174
- Hayden Lake – Hayden Lake Fire Chief 208-772-5711
- Post Falls – Kootenai County Fire & Rescue 208-676-8739
- Rathdrum – ISP Region 1 208-772-8585
- Spirit Lake – Spirit Lake Fire Chief 800-558-1212
- State Line – ISP Region 1 208-772-8585
- Worley – Worley Fire District 800-558-1212

Latah County

- County Emergency Management 208-883-2265
  - Pager ..... 208-444-1103+
  - Cellular 509-330-0676
- Bovill – Bovill Fire Chief 208-826-3435
- Dreary – Dreary Fire Dept. 208877-1515
- Genesee – ISP Region 2 208-799-5144

Julietta – ISP Region 2 208-799-5144

Kendrick – Kendrick Fire Chief 208-28-3066

Moscow – Moscow Fire Chief.....208-882-5551

Onaway – ISP Region 2 208-799-5144

Potlatch – ISP Region 2 208-799-5144

Troy – Troy Fire Chief.....208-835-2427

Lemhi County

BLM Hazmat Coordinator 208-756-4201

All Areas – ISP Region 6 208-525-7277

Lewis County

Lewis County Sheriff 208-937-2447

Lincoln County

Lincoln County Disaster Services Coordinator 208-886-2452

Lincoln County Sheriff`.....208-886-2259

Shoshone – ISP Region 4.....208-736-3060

Madison County

Madison County Sheriff 208-356-5426

Rexburg – Rexburg Fire Chief.....208-359-3010

Sugar City – ISP Region 6 208-525-7277

Minidoka County

Minidoka County Fire Marshall.....208-679-8250

Acequia – Idaho Youth Ranch Fire Dept. 208-532-4117

Heyburn – Mindoka County Fire Chief.....208-679-8250

Minidoka – North Side Fire Chief.....208-532-4236

Paul – West Side Fire Chief 208-438-5882

Rupert – Rupert Fire Chief 208-436-4900

Nez Perce County

Nez Perce County Sheriff 209-799-3131

Culdesac – ISP Region 2 208-799-5144

Lapwai – County Sheriff 208-799-3131

Lewiston – Lewiston Fire Chief 208-743-3554

Peck – Big Cnayon Fire District 208-486-7351

Oneida County

All areas – ISP Region 5 208-236-6066

Owyhee County

Owyhee County Sheriff 208-337-3450

Grandview – ISP Region 3 208-846-7500

Homedale – Owyhee County Sheriff 208-337-3450

Marsing – Marsing Fire Chief..... 208896-4444

Payette County

All Areas – Payette County Sheriff 208-642-6006

Power County

Power County Sheriff 208-226-2311

Power County Sheriff (Alternate) 208-226-5605

Rockland – ISP Region 5 208-236-6066

Shoshone County

Shoshone County Disaster Director 208-556-1114

Kellogg – Kellogg Fire Chief 208-784-1188

Mullan – Shoshone County Fire Dist 1 208-752-1101

Osburn – Shoshone County Fire Dist 1 208-752-1101

Pinehurst – Shoshone County Fire Dist 2 208-752-1188

Smelterville – Shoshone County Fire Dist 2..... 208-752-1188

Wallace – Shoshone County Fire Dist 1 208-752-1101

Wardner – Shoshone County Fire Dist 2 208-752-1188

Teton County

All areas – ISP Region 6 208-525-7277

Twin Falls County

Buhl – Buhl Fire Dept. 208-308-2400

Filer – Filer Fire Chief 208-326-4312

Kimberly – Kimberly Fire Dept. 208-423-5214

Twin Falls – Twin Falls Fire Dispatch 208-735-7233

All other areas – ISP Region 4 208-736-3060

Valley County

Valley Country Under Sheriff 208-382-5160

Cascade – Cascade Fire Chief.....208-382-4222

Donnelly – Donnelly Fire Chief.....208-325-8619

McCall – McCall Fire Chief 208-634-7070

Washington County

Weiser Rural Fire Dept. 208-414-2121

Cambridge – Cambridge Fire Prot. Dist. 208-414-2121

Midvale – Midvale Volunteer Fire Dept. 208-414-2121

Weiser – Weiser Fire Dept. 208-414-2121

Idaho State Numbers

State Communications Center 800-632-8000
..... 208-846-7610
Attorney General 208-334-2400
Dept of Agriculture
- State Office 208-332-8500
- Division of Animal Industries 208-332-8540
- Animal Health Emergency Management 208-332-8547
- Division of Plant Industries 208-332-8620
- Div of Agricultural Resources Field Ops 208-465-8442
  - Boise Office 208-332-8605
  - Pesticide Registration 208-332-8593
  - Education and Training 208-332-8609
- Emergency Coordinator 208-332-8547

Department of Environmental Quality
- State Office – Boise 208-373-0502
- Regional Offices
  - Coeur d'Alene 208-769-1422
  - Lewiston 208-799-4370
  - Boise 208-373-0550
  - Twin Falls 208-736-2190
  - Pocatello 208-236-6160-
  - Idaho Falls 208-528-2650
    - Health Physicist – Fax 208-528-2695
- Division of INL Oversight
  - Radiological Emergencies 800-632-8000
  - NRC Liaison Officer 208-373-0240
    - NRC Regulatory Commission Lic Mat 208-332-8608
    - Health Physics Support (ISU) 208-236-3669

Boise Office

Manager – Radiation control.....208-373-0442

Alternate NRC Liaison Officer 208-373-0442

General Information 208-373-0498

Fax 208-373-0429

Department of Health and Welfare

Office of the Director 208-334-5500

Division of Health

State Health Officer 208-334-5946

Bureau of Emergency Medical Services.....208-334-4000

Idaho State Communications Center.....800-632-8000

.....208-846-7610

Bureau of Laboratories 208-334-2235

Department of Lands 208-334-0200

Idaho State Police

State Office 208-884-7000

ISP Headquarters – Meridian.....208-884-7200

ISP Region 1 – Coeur d'Alene.....208-772-8585

ISP Region 2 – Lewiston 208-799-5144

ISP Region 3 – Boise.....208-846-7500

ISP Region 4 – Twin Falls.....208-736-3060

ISP Region 5 – Pocatello.....208-236-6066

ISP Region 6 – Idaho Falls 208-525-7277

Toll-Free Division Dispatch 800-233-1212

Cellular Dispatch ..... *ISP

Department of Water Resources

State Office – Boise.....208-287-4800

Northern Regional Office – Coeur d'Alene 208-762-2800

Western Regional Office – Boise.....208-334-2190

Southern Regional Office – Twin Falls 208-736-3033

Eastern Regional Office – Idaho Falls 208-525-7161

District Health Departments

Panhandle District

Coeur d'Alene (Kootenai County) 208-667-3481

Kellogg (Shoshone County) 208-786-7474

Sandpoint (Bonner County)..... 208-263-5159

St. Maries (Benewah County)..... 208-245-4556

Bonners Ferry (Boundary County)..... 208-267-5558

North Central District

Lewiston (Nez Perce County) 208-799-3100

Moscow (Latah County) 208-882-7506

Orofino (Clearwater County)..... 208-476-7850

Grangeville (Idaho County) 208-983-2842

Southwest District

Caldwell (Canyon County) 208-455-5300

Emmett (Gem County) 208-365-6371

Weiser (Washington County) 208-549-2370

Payette (Payette County) 208-642-9321

Central District

Boise (Ada County)..... 208-375-5211

Meridian Office 208-888-6525

Mountain Home (Elmore County)..... 208-587-4407

McCall (Valley County) 208-634-7194

South Central District

Twin Falls (Twin Falls County) 208-734-5900

Burley (Cassia County)..... 208-678-8221

Rupert (Minidoka County)..... 208-436-7185

Jerome (Jerome County) 208-324-1323

Hailey (Blaine County)..... 208-788-4335

Gooding (Gooding County)..... 208-934-4477

Southern District

Pocatello (Bannock County).....208-233-9080

American Falls (Power County).....28-226-5096

Blackfoot (Bingham County).....208-785-2160

Arco (Butte County).....208-527-3463

Preston (Franklin County).....208-852-0478

Malad (Oneida County).....208-766-4764

Montpelier (Bear Lake County).....208-847-3000

Soda Springs (Caribou County).....208-547-4375

District 7

Idaho Falls (Bonneville County).....208-522-0310

Rigby (Jefferson County).....208-745-7297

Salmon (Lemhi County).....208-756-2122

Challis (Custer County).....208-879-2504

Rexburg (Madison County).....208-356-3239

St. Anthony (Fremont County).....208-624-7585

Driggs (Teton County).....208-354-2220

Transportation Department

Headquarters – Boise.....800-632-8000

.....208-846-7610

Maintenance Supervisor.....208-332-7893

Asst Maintenance Supervisor.....208-334-8417

District 1 Engineer – Coeur d'Alene.....208772-1200

District 2 Engineer – Lewiston.....208-799-5090

District 3 Engineer – Boise.....208-334-8300

District 4 Engineer – Shoshone.....208-886-7800

District 5 Engineer – Pocatello.....208-239-3300

District 6 engineer – Rigby.....208-745-7781

Adjacent States

Montana

Disaster and Emergency Services 406-841-3911

Nevada

Highway Patrol Emergency Dispatch..... 775-687-5300

Oregon

Emergency Response System 503-378-6377

Utah

Division of Comprehensive Emergency Mgmnt 801-538-3400

Highway Patrol Dispatcher 801-887-3800

Washington

Division of Emergency Management 800-258-5990

Division of Radiation Programs 206-682-5327

Wyoming

Department of Environmental Quality..... 307-777-7781

Radiological Response Team 307-777-4900

British Columbia

Emergency Coordination Center 800-663-3456

Federal Agencies

Department of Energy

- INL Warning Communications Center 208-526-1515

Department of Interior

- Regional Environmental Office 503-231-6157
- Bureau of Land Management 208-373-4000
- Hazmat Technical Response Team Leader.....208-732-7273
  - Cellular.....208-308-3944
- Hazmat Program Lead Environmental Engr.....208-373-3814
  - Cellular.....208-861-1845
- Safety Manager.....208-373-4030
- Law Enforcement – Criminal Investigator.....208-373-4027
- USBR Regional Hazardous Materials Coordinator 208-378-5037
- National Interagency Fire Center
  - Safety Manager.....208-387-5507
  - Homeland Security Issues.....208-387-5065
  - National Interagency Coordination Center.....208-387-5400
  - Facilities and Equipment.....208-387-5421

Environmental Protection Agency

- Idaho Operations Office.....208-378-5746
- On-Scene Coordinator – Boise.....208-378-5773
  - Cellular.....208-867-3710
- On-Scene Coordinator – Coeur d'Alene.....208-664-4858
  - Cellular.....208-651-8709
- Regional 24-Hour Notification 208-553-1263

National Weather Service

- Warning Meteorologist.....208-334-9860
- Weather Spotter Reporting 800-882-1428

Transportation Security Administration

- Idaho Office 208-338-8250

Chapter 16 FORMS

Forms provided in this guide book are for illustration only. Radio operators should have a supply of each form type needed and work from that supply.

The following forms are recommended.

ICS-213 Prepare this form before sending traffic and complete it for all traffic received. Maintain of copy of the completed form for each message passed.

ICS-309 Begin this form for every exercise or emergency where message traffic will be passed. Record each passed message on this form.

This form should also be used to record any significant activity by the radio operator. To record activity, enter the Time Code in the appropriate column and record the notable activity in the Message column.

ICS-217A This message is required for all net control operators but may also be useful for deployed operators. It is used to track all operator resources available. It should be completed at the beginning of any activity and should be updated throughout any formal radio activity.

SitRep The Situation Report form is used to gather and report conditions in the operator's location. It should be used to report conditions upon deployment or relocation and anytime conditions change significantly at a deployment location.

ICS-217A Instructions

How to complete the Idaho ARES ICS Form 217A Communications Resource Availability:

The ICS-217A form has a number of uses; however, the intended use of this form for Idaho Radio Operations is in determining the communications plan for an event, exercise or day to day operations. Generally when you come on shift a ICS-217A will already be completed with data needed to communicate with specific stations/operators.

In the event of an unknown/unscheduled event or disaster each operator would build (Fill in the blanks) of his/her "communications resource availability".

1- "Incident" Here is where you would find or list the event you are participating in:
   a. Exercise Idaho SET 2015
   b. ID-02-2015 Idaho Wild Fires
   c. IEOM Weekly Wednesday Radio Ops
   d. IEOM Preplanned Disaster Communication Plan

2- "Operational Period" This has From and To Fields. (Note: All entries are in ZULU time format)
   a. "From" The date and Time you started your Radio Operations.
   b. "To" The date and time you stopped your Radio Operations.
      i. As an example 31 October 2015 at 3:00 PM would be:
      ii. 201510312200Z

3- "Radio Net/Position" What net and what are you serving as in this event?
   a. Idaho Secure, WPFG906, Idaho EOC Radio Ops
   b. Idaho EOC Radio Ops Weekly Test
   c. Idaho EOC WC7ID EOC

4- "Operator Name" This is you, your Name goes here.

a. Bob Wells

5- "FCC/Tactical Call" Who are you on the air?
   a. KF7TWO
   b. WC7ID
   c. WPFG906
   d. WGY920
   e. River Watch 1

For Items 6 – 15 complete one line for each active station on this net

6- "Band" The Band on which this station are going to be working.
   a. 60 Meters
   b. 2 Meters

7- "TX Freq" The frequency you are to be transmitting on.
   a. Make sure this the exact frequency needed all digits including after the decimal point.
   b. This would be required in repeater operations.

8- "RX Freq" The frequency you receive on if different from the transmit frequency. This would be required if using repeaters and may be required in other conditions.

9- "PL" The CTCSS tone frequency if the station is working through a repeater

10- "S/R" Simplex (S) or Repeater (R) contact

11- "FCC/Call" for the FCC call sign for the station.

12- "Tactical Call" The tactical call sign for this station, if tactical call signs are being used.
   a. As an example "Fire Camp Ops"
   b. Or "INL EOC"

13- "Location" The place that station, operator is physically located.

a. Latah County EOC
b. Lawyer Fire Camp
c. Hwy 21 @ Grimes Creek (If deployed operator)

14- "Time On" This is when that station or operator is scheduled to be operational and on frequency.
(Note: Remember all times are in ZULU time format)
a. 31October 2015 at 2:00 PM would be:
i. 201510312100Z

15- "Time Off" This is when that station or operator is schedule to terminate Radio Operations.
(Note: Remember all times are in ZULU time format)

ICS-309 Instructions

How to complete the Idaho ARES ICS Form 309 Communications/Activity Log

1- "Incident" This is the event in which you are working:
   a. Exercise Idaho SET 2015
   b. ID-03-2015 Idaho Wildfires
   c. Exercise ARES District 3 April Test

2- "Operational Period" This has a From and To field
   (Note: all entries are in ZULU)
   a. "From" The time you start your Radio Operations.
      i. 2:00 PM would be
      ii. 2100Z (Ref to 7.3 Time conversion)
   b. "To" The time you stop Radio Operations.

3- "Frequency" What Frequency are you working?

4- "Mode" What mode are you working?
   a. SSB
   b. FM
   c. RTTY
   d. DATA
      i. PSK-31
      ii. Winlink
   e. Phone

5- "Power" What is your power output in watts!

6- "Radio Net Name, Position, or Tactical Call" The net you are working, and call sign.
   a. Idaho Secure, Net Control, WPFG903, Idaho EOC
   b. 2 Meter Ops ARES Test, KF7TWO
   c. 6 Meter Ops FNARS weekly test WGY920

7- "Radio Operator Name" This is your information.
   a. Bob Wells

8- “FCC/Tactical Call” More of your information.
    a. KF7TWO
    b. River Watch 1

Complete items 9 – 12 for each message or significant activity at your station

9- “Time Code” Remember all times are in ZULU.
    a. 31October 2015 at 2:00 PM would be:
        i. 201510312100Z

10- “From Call/ID

11- “To Call/ID”

12- “Message/Activity”
    a. If this message generates a ICS-213 enter the date time group here and to whom you either sent a message or received a message.
    b. If this message generates a WebEOC entry place that log number here.
    c. If none of the above state type of message, such as.
        i. Radio Test
        ii. Time check
        iii. Status report
        iv. SITREP
        v. Relocate

Idaho ARES District 3 – 213 Message Form

INCIDENT			MSG DATE CODE		
PRECEDENCE (CIRCLE ONE)	Emergency Priority Welfare Routine			YYYYMMDD/HH:MM ZULU	
FROM		RECEIVED BY RADIO OPERATOR		DATE / TIME	
FROM LOCATION		SENT TO RADIO OPERATOR 1		DATE / TIME	
TO		SENT TO RADIO OPERATOR 2		DATE / TIME	
TO LOCATION		SENT TO RADIO OPERATOR 3		DATE / TIME	
SUBJECT		WORD COUNT			

MESSAGE

Idaho ARES District 3 – 309 Communications/Activity Log

INCIDENT		OPERATIONAL PERIOD			
		FROM		TO	
RADIO NET NAME, POSITION, OR TACTICAL CALL					
RADIO OPERATOR NAME		FCC/TACTICAL CALL			

COMMUNICATIONS LOG			
TIME CODE YYYYMMDD/HH:MM Z	FROM CALL/ID	TO CALL/ID	MESSAGE / ACTIVITY

Idaho ARES District 3 – 217A Communications Resource Availability

INCIDENT		OPERATIONAL PERIOD (YYYYMMDD/HH:MM Z)			
		FROM		TO	
RADIO NET NAME/POSITION		OPERATOR NAME		FCC/TACTICAL CALL	

COMMUNICATIONS LOG

BAND	TX FREQ	RX FREQ	PL	S/R	FCC CALL	TACTICAL CALL	LOCATION	TIME ON YYYYMMDD/HH:MM Z	TIME OFF YYYYMMDD/HH:MM Z

Idaho ARES/RACES SitRep Form

Idaho ARES District 3 – Situational Awareness Report

INCIDENT		DATE TIME CODE		Report Check
OPERATOR NAME		TACTICAL CALL		
LATITUDE		LONGITUDE		
LOCATION DESCRIPTION				
SITUATIONAL CONDITIONS				
TEMPERATURE				
WIND	CALM BREEZE WINDY STRONG EXTREME		EST SPEED	
	25-31MPH: LARGE BRANCHES IN MOTION; 32-38MPH: WHOLE TREES IN MOTION; 39-46MPH: TWIGS AND SMALL BRANCHES BREAK; 47-54MPG: SLIGHT STRUCTURE DAMAGE, LARGER BRANCHES BREAK; 55-63MPH: TREES UPROOTED, STRUCTURE DAMAGE			
CLOUD TYPE		VISIBILITY (MILES)	LIGHTNING	
PRECIPITATION	NONE LIGHT MODERATE HEAVY FREEZING RAIN HAIL			INCHES / HR
SNOW	NONE LIGHT MODERATE HEAVY			INCHES / HR
FLOODING	NONE LIGHT MODERATE HEAVY			DEPTH
FIRE				
EARTHQUAKE				
ROAD CONDITIONS				

SITUATIONAL AWARENESS (PART 2)	
SOCIAL CONDITIONS	No. of people, calm, unrest, condition, State of Care, etc.
SYNOPSIS	