

Red Cross Communications And Amateur Radio Operations

Getting the message through...

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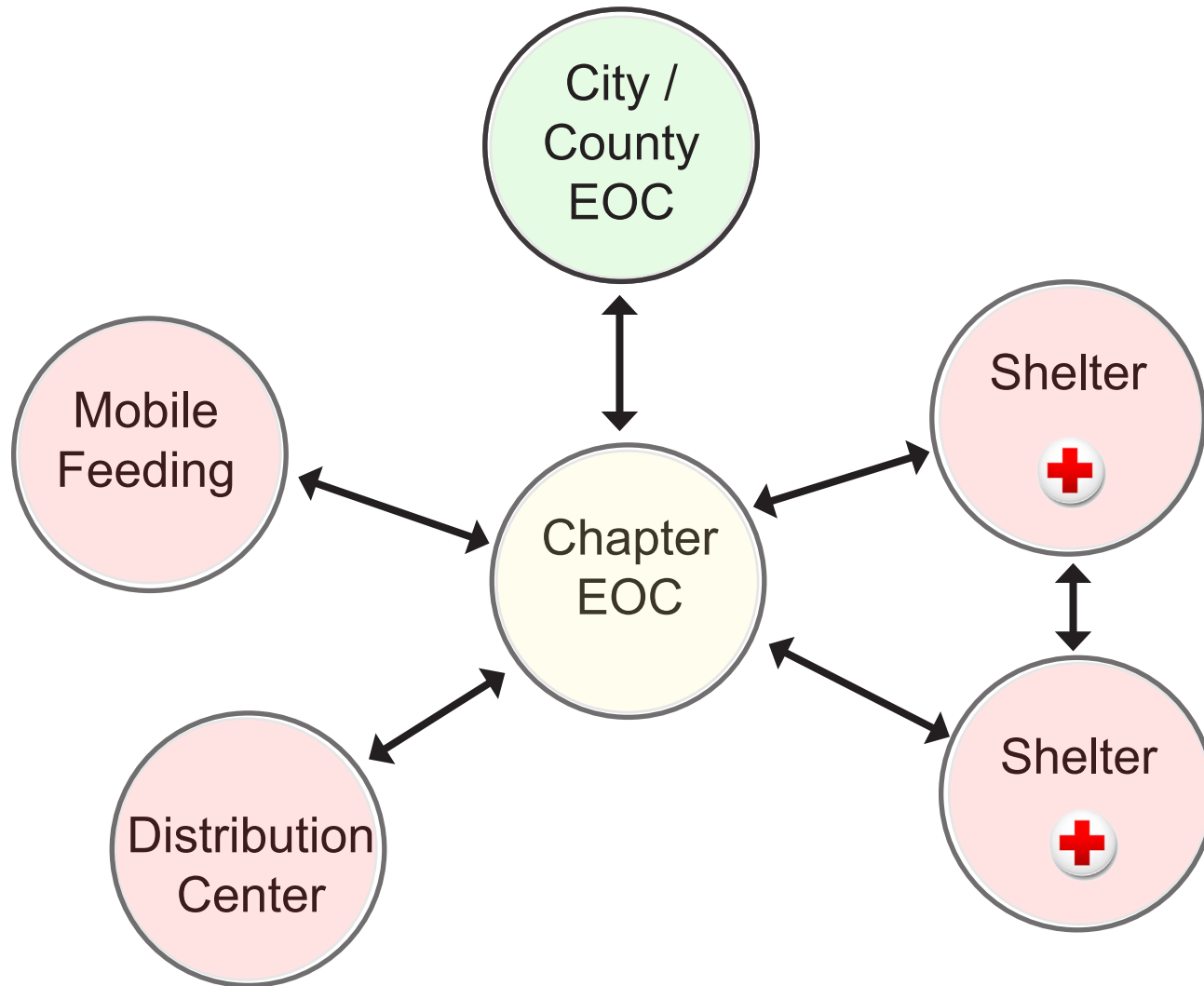
Yolo County ARES Emergency Coordinator



Overview of Workshop

- Shelter Communications
- Messages in a Shelter
- How Amateur Radio Can Help
- ICS-213 Message Form
- Exercise: Copy a Message
- Summary of Workshop
- Questions?

Shelter Communications



Messages in a Shelter...

Types of messages:

- urgent
- private
- data intensive
- some messages require a reply

How Amateur Radio Can Help



- Amateur radio operators are
 - Trained communicators
 - Can send and receive complex messages via radio by voice or digitally
 - Capable of portable, rapid response
 - Not reliant on internet or communication infrastructures

California Rim Fire

- Amateur radio operators spent over 780 hours supporting shelters and the EOC



ICS- General Message Form

- Written messages are formatted to make sure the message is transmitted and received accurately

ICS-213 (ARES Version)									
NUMBER	PRECEDENCE (Circle One)			FROM STATION	CHECK	PLACE OF ORIGIN	TIME FILED	DATE FILED	
	Emergency	Priority	H&W						Routine
TO:					POSITION:				
FROM:					POSITION:				
SUBJECT:									
MESSAGE BODY:									
								5	
								10	
								15	
								20	
								25	
								30	
								35	
								40	
								45	
SIGNATURE:				POSITION:					
RECEIVED BY:			(Call Sign)	RECEIVED DATE:		/ /	RECEIVED TIME:		:
REPLY:						CHECK	TIME FILED		:
								5	
								10	
								15	
								20	
								25	
								30	
								35	
DATE:		TIME:		SIGNATURE/POSITION:					

When You Write a Message...

Keep these points in mind:

- Keep it short
- Keep it focused
- Don't worry about "niceties"
No need for "Please", "Thank you"

Sample Long message...

To: John Staples, EOC

Hi John. We are expecting 10 more clients this evening. We would like you to send 10 more meals to the Esparto Shelter. We will have 28 clients for dinner. Thank you.

This message is 37 words long

Same Info in a Shorter Message

To: John Staples, EOC

10 more clients expected in Esparto Shelter tonight. Meals for 28 now needed.

This message is 15 words long

ICS- 213 Preamble & Addresses

ICS-213 (ARES Version)						
NUMBER	PRECEDENCE (Circle One)	FROM STATION	CHECK	PLACE OF ORIGIN	TIME FILED	DATE FILED
	Emergency Priority H&W Routine				:	/ /
TO:			POSITION:			
FROM:			POSITION:			
SUBJECT:						

- Radio operator will fill in the preamble to insure the message is sent accurately.
- The *TO* and *FROM* fields are very important. When filling out a form make sure *TO* and *FROM* are accurate and spelled correctly.

ICS- 213 The Message Body

MESSAGE BODY:				
				5
				10
				15
				20
				25
				30
				35
				40
				45
SIGNATURE:		POSITION:		

- The message should be brief and to the point. Focus on content of message - 45 words or less
- *Note:* radio operators will use the *proword* X-RAY for periods.

ICS- 213 If a Reply is Needed

REPLY					
REPLY TO MESSAGE NUMBER:	FROM STATION	CHECK	PLACE OF ORIGIN	TIME FILED	DATE FILED
<i>(Message number above)</i>				:	/ /
					5
					10
					15

- If a reply to the message is required, it will be recorded at the bottom of the message.

Activity

Receiving a message

ICS-213 (ARES Version)						
NUMBER:	PRECEDENCE (Circle One)	FROM STATION	CHECK	PLACE OF ORIGIN	TIME FILED	DATE FILED
	Emergency Priority I&M Routine				:	/ /
TO:			POSITION:			
FROM:			POSITION:			
SUBJECT:						
MESSAGE BODY:						
						5
						10
						15
						20
						25
						30
						35
						40
						45
SIGNATURE:			POSITION:			
RECEIVED BY:	(Call Sign)		RECEIVED DATE:	/ /	RECEIVED TIME:	:
REPLY:				CHECK	TIME FILED	:
						5
						10
						15

Questions?

Summary

- Shelter Communications
- Messages in a Shelter
- How Amateur Radio Can Help
- ICS-213 Message Form
- Exercise: Copy a Message

For more information...

➤ www.sacvalleyares.org

Click on Documents, then Training

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