

Supporting Red Cross Communications



 American Red Cross ARC Disaster Requisition - FORM 6409 HTML Ver.

DR# (if applicable): _____ DR Name: _____ Date: [1-1-2017]

Requestor Name: _____ Signature: _____
Title: _____ Phone: _____

Delivery Information

Site POC Name: _____ Phone: _____ Email: _____
Address: _____
City: _____ State: _____ Zip: _____

Description of product(s) and/or service(s)

Stock No.	Quantity	Unit of measure (EA/PK/CS/BX)	Total QTY (each)	Description





Overview of Red Cross Response

When a disaster occurs and the Red Cross is activated, many people become involved in a short time.

- Disaster Action Teams
- Shelter & management teams
- Logistics
- Communications



Types of communications

Amateur Radio is an important communications component:

- Ham Radio, by carrying both voice and data traffic, can help keep the wheels of the Red Cross disaster response, and later recovery effort, moving:
- **Voice** for short message traffic between shelters, Disaster Assessment Teams, and Emergency Response Vehicles (ERVs) and Disaster Operations
- Preferred: **Data** for all message traffic >25-50 using a Red Cross form

Voice Communications

Voice radio is great for short messages



Lengthy messages - *not so great...*



Digital data — a solution

- Lengthy, complex messages are difficult to send by voice.
- Packet radio is ideal for sending **complex messages**
 - passing lists of materials, addresses, instructions, or complex words (i.e. pharmaceuticals or chemicals)
You would not want to mistake;
Hydrogen Sulphide (a gas) with
Hydrogen Sulfate (an acid)
- *Packet error checking insures that messages are sent error-free*

Red Cross would like to use ARC forms

 **American Red Cross** Emergency Welfare Inquiry Form

Type of Action Requested

CREATE CASE

DRO #: _____

3CS Required

American Red Cross Volunteer

Name: _____ City: _____

Caller Current Contact Information

Last Name: _____ First Name: _____

Address: _____ City: _____

Country: _____ Phone: _____

Email: _____ Best time to call: _____

Person Sought

Last Name: _____ First Name: _____

Address: _____ City: _____

Country: _____ Phone: _____

Email: _____ Date of Birth: _____

Narrative - Reason For Request/Cannot Contact Notes/History

Enter additional information that could help the sought person.

For American Red Cross Use Only

Name of ARC Interviewer	Work phone number
_____	_____
Name of ARC Person entering case	Location
_____	_____

 **American Red Cross** ARC Safe and Well Registration Form

ARC Safe and Well Registration via Web EA

Requestor Name: _____ Title: _____

Deliver to: _____ Site: _____

Address: _____ City: _____

Country: _____ Phone: _____

Email: _____

Stock No. _____

Special Instructions _____

Approval includes verification

Approver Name: _____ Title: _____

Procurement Method (This is required) _____

Account string to charge: _____

Procurement tool to use: _____

Other: (Explain) : _____

ARC Safe and Well website. Forms should be taken to the nearest location for data entry into the Safe and Well website. Treat the form as confidential information and shred it following data entry.

(or Organization) : _____

Address: _____

City: _____

State: _____ ZIP: _____

Other Phone (Suggested): _____

Work Phone (Suggested): _____

Best Contact Information (Suggested): _____

Safe and Well Messages (check boxes next to appropriate messages to make your selection)

I am safe and well
 Family and I are safe and well
 Currently at shelter
 Currently at home
 Currently at a hotel
 I am safe and in the process of evacuating

I am evacuating to a shelter
 I am evacuated and I am safe
 I am currently/remaining at home
 Will make phone calls when able
 Will email when able
 Will mail letter/postcard when able

FOR ARC Use Only

ARC District/Region: _____ Name of Enter District number: _____

Date and time entered: _____

Forms... but what format?

Not all digital communications programs support forms

- Programs such as **Outpost** don't have a wide variety of forms.. yet (but they may be coming)
- **Winlink Express** has forms and you can create your own custom forms

BUT

- Forms are often program specific.
- A Winlink form can't be sent to outpost or visa versa.



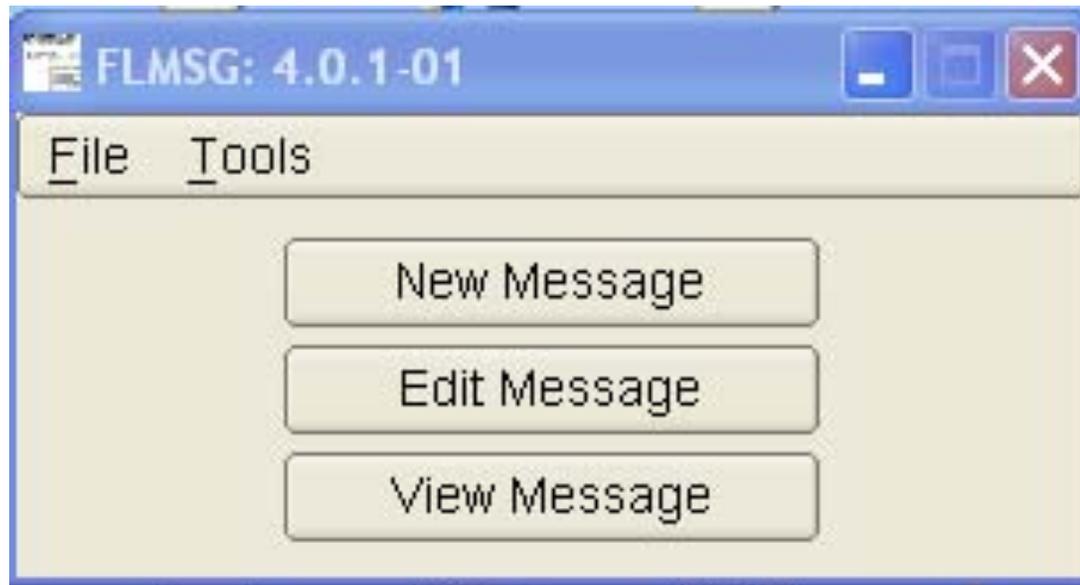
Sending Digital forms- a solution

Jim Piper, N6MED, Amateur Radio Liaison to the Red Cross believes the FLmsg can be a solution

- Jim contacted David, W1HKJ, developer of FLmsg and asked for a version of FLmsg that would be easy for Red Cross workers to use to complete forms.
- The latest version of FLmsg supports a simple interface for non-radio operators



Flmsg – *Simple interface* for Red Cross



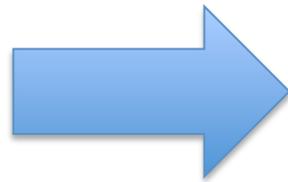


Advantages of FLmsg for Red Cross

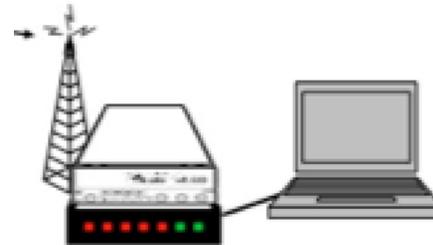
- Red Cross works can fill out forms on their computer and pass the traffic via a thumb drive
- Custom forms can be developed specifically for Red Cross's needs
- FLmsg forms can be sent via a variety of ways:
Including Outpost, Winlink Express, Fldigi,

Workflow with Red Cross

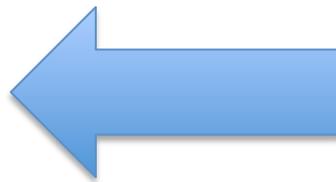
Red Cross
fills out form



Save to
thumb drive



Radio Operator sends file



Red Cross DOC



A Sample Form Filled in

	American Red Cross	ARC 213 General Message HTML Vers 1.1
DR #:	<input type="text"/>	Incident Name: <input type="text" value="just a test"/> Message #: <input type="text" value="1"/>
Precedence:	<input type="text" value="Routine"/>	Do NOT use this form for an Emergency message!
To (Name/Position):	<input type="text" value="Ken K6WLS"/>	
From (Name/Position):	<input type="text" value="Greg KG6SJT"/>	
Subject:	<input type="text" value="a test file via Outpost"/>	Date: <input type="text"/> Time: <input type="text"/>
Original Message:		
<pre>HI Ken, When you get this packet file, open the message and save to disk. You can then go to Flmsg and open the file.</pre>		
Approved by:	<input type="text" value="Greg"/>	Position/Title: <input type="text" value="SEC"/>
Reply:		
<input type="text"/>		
Replied By (Names /Position): <input type="text"/>		
Replied Date &Time: <input type="text"/>		
ICS 213 General Message Form adapted For American Red Cross		Version 1.1 01/18/2017



Data to be sent via radio

- CUSTOM_FORM,ARC-213_V1.1_01.18.17.html
- dr_nbr,
- inc_name,just a test
- msg_nbr,1
- to_name,Ken K6WLS
- fm_name,Greg KG6SJT
- subj,a test file via Outpost
- DATE,
- TIME,
- apvd_by,GReg
- apvr_pos,SEC
- rply_by,
- rply_dtm,
- msg,HI Ken, When you get this packet file, open the message and save to disk. You can then go to Flmsg and open the file.
- reply,
- prec,Routine



Red Cross Forms

- Red Cross follows the ICS disaster management model, including ICS forms, though modified specifically for Red Cross purposes.
- ICS imperative for a consistent form and function for “One Red Cross”
- Especially important as responders come from all across the country



Available Red Cross forms

- ARC ICS 213 Form
- ARC 6409 Disaster
- ARC Requisition Form
- ARC Emergency Welfare Inquiry
- ARC Safe & Well Registration Form
- ARC Unaccompanied Minor – Separated Child Report



Red Cross Forms

- **ARC IC 213** presently approved for the ARC Gold Country Region (HTML templates available as files on Red Cross laptops and in printed form with shelter kits).
- ARC 6409 Disaster Requisition
- Other ICS form templates “works in progress”
- Completed templates saved as an flmsg object file in a size that facilitates efficient transfer over a data link, regardless whether AX.25 packet, WinLink/RMS Express, or other data transfer mode of radio



Red Cross ICS 213 Form

ARC 213 General Message	
DR #: <input type="text"/>	Incident Name: <input type="text"/> Message #: <input type="text"/>
Precedence: <input type="text" value="Routine"/> <input type="button" value="v"/>	Do NOT use this form for an Emergency message!
To (Name/Position): <input type="text"/>	
From (Name/Position): <input type="text"/>	
Subject: <input type="text"/>	Date: <input type="text"/> Time: <input type="text"/>
Original Message:	
<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	
Approved by: <input type="text"/>	Position/Title: <input type="text"/>
Reply:	
<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	
Replied By (Names /Position): <input type="text"/>	
Replied Date &Time: <input type="text"/>	
ICS 213 General Message Form adapted For American Red Cross	
Version 1.0 12/14/2016	



Red Cross Safe & Well Registration Form

 American Red Cross		ARC Safe and Well Registration HTML Vers 1.1	
ARC Instructions for using Form Use this form when there is no internet connectivity available and someone wishes to register on the Safe and Well website. Forms should be taken to the nearest location for data entry into the Safe and Well website. Treat the form as confidential information and shred it following data entry.			
CLIENT INFORMATION			
First Name If Registering as A A./N Organization): <input type="text"/>		LAST NAME (or Organization) : <input type="text"/>	
EMAIL ADDRESS (suggested): <input type="text"/>		DATE of BIRTH (suggested) : <input type="text"/>	
PREDISASTER HOME INFORMATION			
PRIMARY PHONE <input type="text"/>	WORK PHONE (SUGGESTED) <input type="text"/>	OTHER PHONE (SUGGESTED) : <input type="text"/>	
HOME ADDRESS: <input type="text"/>	CITY: <input type="text"/>	STATE: <input type="text"/>	ZIP: <input type="text"/>
BEST CURRENT CONTACT INFORMATION			
HOME ADDRESS: <input type="text"/>	CITY: <input type="text"/>	STATE: <input type="text"/>	ZIP: <input type="text"/>
SAFE AND WELL MESSAGES			
(check boxes next to appropriate messages to make your selections)			
<input type="checkbox"/> I am safe and well <input type="checkbox"/> Family and I are safe and well <input type="checkbox"/> Currently at shelter <input type="checkbox"/> Currently at home <input type="checkbox"/> Currently at family member/friends house <input type="checkbox"/> Currently at a hotel <input type="checkbox"/> I am safe and in the process of evacuating		<input type="checkbox"/> I am evacuating to a shelter <input type="checkbox"/> I am evacuating to the house of a family member/friend <input type="checkbox"/> I have evacuated and I am safe <input type="checkbox"/> I am currently/remaining at home <input type="checkbox"/> Will make phone calls when able <input type="checkbox"/> Will email when able <input type="checkbox"/> Will mail letter/postcard when able	
CUSTOM MESSAGE You may add your own custom short message, up to 255 characters. Please take care that your message is appropriate for the public, and do not include names or details if doing so could be harmful to you or others.			
<input type="text"/>			
FOR ARC Use Only			
Date and time entered: <input type="text"/>	DRO Number / Location: <input type="text"/>	Name or Enter DSHR number: <input type="text"/>	



Emergency Welfare Inquiry

American Red Cross Emergency Welfare Inquiry Form			
Type of Action Requested			
<input type="checkbox"/> CREATE CASE		<input type="checkbox"/> CANCEL CASE (detail reason in narrative)	
DRO #: <input type="text"/>			
3CS Required Fields			
American Red Cross Volunteer Contact Information			
Name: <input type="text"/>	City: <input type="text"/>	State: <input type="text"/>	Zip Code: <input type="text"/>
Caller Current Contact Information			
Last Name: <input type="text"/>	First Name: <input type="text"/>	Initial: <input type="text"/>	
Address: <input type="text"/>	City: <input type="text"/>	State: <input type="text"/>	Zip Code: <input type="text"/>
Country: <input type="text"/>	Phone: <input type="text"/>	Alternate Phone: <input type="text"/>	
Email: <input type="text"/>	Best time to Contact: <input type="text"/>		
Person Sought Information			
Last Name: <input type="text"/>	First Name: <input type="text"/>	Initial: <input type="text"/>	
Address: <input type="text"/>	City: <input type="text"/>	State: <input type="text"/>	Zip Code: <input type="text"/>
Country: <input type="text"/>	Phone: <input type="text"/>	Alternate Phone: <input type="text"/>	
Email: <input type="text"/>	Date of Birth: <input type="text"/>	Relationship to Caller: <input type="text"/>	
Narrative - Reason For Request/Cancellation - to be Documented in Case Notes/History Section In 3Cs			
Enter additional information that could help the Safe and Well Information Field Team locate the sought person.			
For American Red Cross Use Only			
Name of ARC Interviewer: <input type="text"/>	Work phone no.: <input type="text"/>	Cell phone no.: <input type="text"/>	Date: <input type="text"/>
Name of ARC Person entering case: <input type="text"/>	Location: <input type="text"/>	3CS Case no.: <input type="text"/>	Date: <input type="text"/>



Unaccompanied Minor-Separated Child Report

 American Red Cross Unaccompanied Minor and Separated Child Report		
Form		
Date/time:	Incident/DR#:	
<input type="text"/>	<input type="text"/>	
* Shelter Name:	* Shelter phone number:	
<input type="text"/>	<input type="text"/>	
Type of Child		
<input type="checkbox"/> Unaccompanied Minor <input type="checkbox"/> Separated Child		
Name (Last, First, Nickname): <input type="text"/>		
* Date of birth (or approx. age): <input type="text"/> Gender: <input type="text"/>		
Home number:	Email address:	Is the minor non-verbal/unable to self-identify?: <input type="text"/>
<input type="text"/>	<input type="text"/>	
Cell number:		
<input type="text"/>		
Home address:		
<input type="text"/>		
Primary language spoken: <input type="text"/> Secondary language spoken: <input type="text"/>		
* Location where minor was found or separated from parent/guardian:		
<input type="text"/>		
Minors's Physical Description		
Clothing:	Hair color:	Eye color:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Weight:	Height:	Build:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Race:	Complexion:	Hair Style:
<input type="text"/>	<input type="text"/>	<input type="text"/>

Obtaining FLmsg & ARC forms

Go to www.sacvalleyares.org

Under the Training Tab there is a link to:

Training: Sending Messages digitaly with FLmsg

-  **FLMsg** - 4 files, 1 directories, 690 KB total.
 -  **Red Cross Templates and Flmsg guides** - 3 files, 379 KB total.
 - [Installation and use of Red Cross Forms by K6TM Nevada County EC.pdf](#)
 - [Red_Cross_flmsg_installation_01-18-16.pdf](#)
 - [Using_The_Red_Cross_Message_UTILITY.pdf](#)
 - [ARC Disaster Message Traffic and flmsg.pdf](#)
 - [Download Red Cross Templates for FLMsg](#)
 - [FLMsg Download web site](#)
 - [HRN Interview with Jim Piper N6ME Red Cross in Depth](#)



Where to go next...

Obtain Flmsg and the templates and start practicing!

Become familiar with the program and the templates. We may need to use them.

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