

LOGISTICS

Alerting & Activation

1 Purpose

This document explains the methods by which ARES members are alerted of imminent situations that potentially could require ARES involvement and to describe the activation process when ARES services are actually needed.

2 Scope

This alerting and activation procedure applies to requests and potential requests from served agencies for emergency communications services from Monroe County Amateur Radio Emergency Service (MC ARES) members. This procedure also applies to drills and other special events.

3 Alerting & Activation

3.1 Alerting

An alert is a notification to MC ARES members of the potential need to support a served agency or to convey other important information about a drill or special event. There are three primary methods for alerting the membership of an impending situation:

3.1.1 E-mail message

Email messages are typically used more than 48 hours in advance of an activation.

3.1.2 Recorded message on repeater

Repeater messages are typically used 24-48 hours in advance of an activation.

3.1.3 Hyper-reach phone system message

Phone messages are typically used less than 24 hours in advance of an activation. Members are urged to pay close attention to the information contained in the alerting message because it will usually contain specific information about where and how to obtain updates.

3.1.4 Text Message

This type of protocol would be used for an actual (unplanned) activation. First step would be to return a phone call to the sender so that they are aware that the activation is starting. Second step would be to start the activation procedure.

3.2 Activation

An activation is the result of an actual request by a served agency for emergency communication services. Requests for activation generally begin with the served agency (such as American Red Cross or RACES) contacting the MC ARES Emergency Coordinator (EC) or Assistant Emergency Coordinator (AEC). The EC or AEC may then use any of the methods described in the alerting section of this document to contact the MC ARES membership [Ref OP 1-1 section III]. Members are urged to pay close attention to the information contained in the activation message because it will usually contain specific information about staging locations and logistical net frequencies. Remember to always check in

and out of a net with the NCS. **MEMBERS SHOULD NEVER SELF-DEPLOY OR REPORT DIRECTLY TO A STAGING AREA OR SHELTER WITHOUT FIRST BEING AUTHORIZED TO DO SO BY THE EC OR DESIGNEE.**

3.3 References

OP 1-1 Emergency Operations Support Plan

4 Safety

Always ensure family safety before responding to an activation. If activation requires deployment to a location other than your own, use caution when traveling to the site. Observe all traffic laws and be mindful of road conditions and perilous conditions such as downed power lines. Be especially cautious around staging areas and shelters as there may be heavy vehicular and pedestrian traffic in the area.

5 Abbreviations and Terms

EC Emergency Coordinator (ARES)
AEC Assistant Emergency Coordinator (ARES)
ARES Amateur Radio Emergency Service
RACES Radio Amateur Civil Emergency Service

6 Related Documents and Information

OP 1-1 Emergency Operations Support Plan

Revision History

REV	DATE	DESCRIPTION	AUTHOR - CALL
0	9 Sept 2007	Initial publication.	Emergency Plan Team
1	16 July 2021	Add section 3.1.4 Text message activation.	Michael J. Bowen – kc2btw