Onondaga County ARES/RACES Standard Operating Procedure (SOP)

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Chapter 1

Conducting a Resource Net

1.1   Determining a Callup Frequency

For Onondaga RACES and ARES usage, callups should start on one of these following frequencies / repeaters. This heirarchy should be followed to assertain a repeater's operational usability.

1. W2CNY/R — 146.7750W — Analog Repeater
2. W2CM/R — 147.2100W — Mixed Mode Repeater
3. W2CM/R — 146.9100W — Mixed Mode Repeater
4. W2CNY/S — 146.7750W — Simplex on Output of Repeater (limited Coverage)
5. W2CM/S-21 — 147.2100W — Simplex on Output of Repeater (limited Coverage)
6. W2CM/S-91 — 146.9100W — Simplex on Output of Repeater (limited Coverage)

Refer to ICS-217 in addendum for further frequency details.

1.2   Preamble — *"Start Up"*

A Preamble introduces a net to any and all listeners on a repeater's output frequency. It is important to ensure a repeater is free from any conversations before transmitting and asking a repeater to be cleared.

Being a directed net allows Net control to set a pace for all stations to follow in a rhythmic pattern. Set pace according to level of comfort.

Remember, we are customers of local repeaters and we do not own them. Be courteous.

*"This is (**YOUR CALL SIGN**) is this frequency in use?"* — Repeat this twice.

*"This is (**YOUR CALL SIGN**) for the Onondaga County Races and ARES Monthly Resource Net. This is a directed net. The purpose of this net is to exercise resource net procedures in an event of an actual emergency.*

At this time we are accepting check-ins from RACES and ARES members. When calling, Please include:

1. *Call-sign*
2. *First Name*
3. *List of your Amateur Radio Capabilities including but not limited to Mobile or Home Stations.*

At the conclusion of this Preamble, please begin checking in."

1.3   10 Minute Net Identification

Use this prompt every 10 minutes (or so) to identify an active net on current frequency.

*"This is (**YOUR CALL SIGN**) for the Onondaga County Races and ARES Monthly Resource Net. We are accepting check-ins at this time. Please call now."*

1.4 Documenting Net Activities

During net operations, net control or designated logger is responsible for recording station information including capabilities that a resource may have available and tested.

This may include any of these following favors of equiptment:

1. HF Home, Portable

2. VHF/UHF Analog and / or DMR Home and Portable

3. Any flavor of capability that is portable

Document information in some form of spreadsheet or list as needed.

Use sheet marked Onondaga RACES / ARES Resource Net Log in this packet.

1.5 Postamble — *"Securing This Net"*

When securing this net, use this postamble to provide proper closure.

"*This is (**YOUR CALL SIGN**) for the Onondaga County RACES and ARES Monthly Resource Net. We are concluding this net and returning this repeater back to normal amateur radio use.*

*(**YOUR CALL SIGN**) is securing this net. CLEAR and OUT.*"

Chapter 2

Onondaga County Emergency Management Callup

2.1 Overview

In some event, ARES and RACES membership may be called into action using Onondaga County alerting system called EverBridge. This "System," allows Leadership to page out ARES and RACES membership using phone, email or text message (typically all three).

2.2 Reciept of a Notification

When a notification is released please tune into repeaters in this below order and monitor for further communications starting with W2CNY/R.

1. W2CNY/R — 146.7750W — Analog Repeater

2. W2CM/R — 147.2100W — Mixed Mode Repeater

3. W2CM/R — 146.9100W — Mixed Mode Repeater

4. W2CNY/S — 146.7750W — Simplex on Output of Repeater (limited Coverage)

5. W2CM/S-21 — 147.2100W — Simplex on Output of Repeater (limited Coverage)

6. W2CM/S-91 — 146.9100W — Simplex on Output of Repeater (limited Coverage)

2.3 Account Maintenance

To maintain your everbridge account, please use this following link and your account credentials: `https://member.everbridge.net/892807736728675/login`

Chapter 3

Addendum and Resources

3.1 Resources

ICS-214 Activity Sheet: `https://training.fema.gov/emiweb/is/icsresource/assets/ics%20forms/ics%20form%20214,%20activity%20log%20(v3.1).pdf`

Onondaga County ICS217 Frequency List: `https://ragsclub.org/wp-content/uploads/2022/08/ics217a.ono_.png`

Communications Resource Availability Worksheet

Frequency Band	Description
Amateur VHF / UHF	Frequency List for Onondaga County ARES / RACES. Created / Maintained By Andriy Gronau KD2KUB 12/07/2025

PG No	Channel Configuration	Channel Name / Trunked Radio System Talkgroup	Eligible Users	RX Freq N or W	RX Tone/NAC	TX Freq N or W	Tx Tone/NAC	Mode A, D or M	Remarks
1	ARES.RACES.ONO	TAC 1 / TG99;TS1;CC1	All HAM Operators	441.0000N	NA	441.0000N	NA	D	Color Code 1; Time Slot 1
1	ARES.RACES.ONO	TAC 2 / TG99;TS1;CC1	All HAM Operators	433.4500N	NA	433.4500N	NA	D	Color Code 1; Time Slot 1
1	ARES.RACES.ONO	TAC 3 / TG99;TS1;CC1	All HAM Operators	446.0750N	NA	446.0750N	NA	D	Color Code 1; Time Slot 1
1	ARES.RACES.ONO	TAC 4 / TG99;TS1;CC1	All HAM Operators	446.5000N	NA	446.5000N	NA	D	Color Code 1; Time Slot 1
1	ARES.RACES.ONO	TAC 5 / TG99;TS1;CC1	All HAM Operators	145.79000N	NA	145.7900N	NA	D	Color Code 1; Time Slot 1
1	ARES.RACES.ONO	TAC 6 / TG99;TS1;CC1	All HAM Operators	145.51000N	NA	145.5100N	NA	D	Color Code 1; Time Slot 1
1	ARES.RACES.ONO	Syr.Local 9 / TG9;TS2;CC1	All HAM Operators	443.3000N	NA	448.300N	NA	D	Color Code 1; Time Slot 2; Repeater is W2CM
1	ARES.RACES.ONO	Syr.Local 2 / TG2;TS2;CC1	All HAM Operators	443.3000N	NA	448.3000N	NA	D	Color Code 1; Time Slot 2; Repeater is W2CM
1	ARES.RACES.ONO	Syr.UpstateNY / TG31361;TS1;CC1	All HAM Operators	443.3000N	NA	448.3000N	NA	D	Color Code 1; Time Slot 1; Repeater is W2CM
1	ARES.RACES.ONO	Oneida.Local 9 / TG9;TS2;CC1	All HAM Operators	444.8000N	NA	449.8000N	NA	D	Color Code 1; Time Slot 2; Repeater is KA2FWN
1	ARES.RACES.ONO	Oneida.Local 2 / TG2;TS2;CC1	All HAM Operators	444.8000N	NA	449.8000N	NA	D	Color Code 1; Time Slot 2; Repeater is KA2FWN
1	ARES.RACES.ONO	Oneida.UpstateNY / TG31361;TS1;CC1	All HAM Operators	444.8000N	NA	449.8000N	NA	D	Color Code 1; Time Slot 1; Repeater is KA2FWN
1	ARES.RACES.ONO	W2OCR/R	All HAM Operators	147.3000W	NA	147.9000W	67.0Hz	A	AKA - "Three-Oh, Nine, Oh" or "30/90"
1	ARES.RACES.ONO	W2CNY/R	All HAM Operators	146.7750W	NA	146.1750W	151.4Hz	A	AKA - "The Seven-Seven-Five."
1	ARES.RACES.ONO	K2MST/R	All HAM Operators	443.1500W	NA	448.1500W	71.9Hz	A	
1	ARES.RACES.ONO	W2CM/R-91	All HAM Operators	146.9100W	103.5Hz	146.3100W	103.5Hz	M	AKA-"Nine-One," or "91" Add PL tone to RX to Suppress C4FM
	ARES.RACES.ONO	W2CM/R-21	All HAM Operators	147.2100W	103.5Hz	147.8100W	103.5Hz	M	AKA - "Two-One," or "21" Add PL tone to RX to Suppress C4FM
1	ARES.RACES.ONO	W2OCR/S	All HAM Operators	147.3000W	NA	147.3000W	NA	A	AKA – "Three-Oh, Nine, Oh" or "30/90" Simplex on Output of Repeater
1	ARES.RACES.ONO	W2CNY/S	All HAM Operators	146.7750W	NA	146.7750W	NA	A	Simplex on Output of Repeater
1	ARES.RACES.ONO	K2MST/S	All HAM Operators	443.1500W	NA	443.1500W	NA	A	Simplex on Output of Repeater
1	ARES.RACES.ONO	W2CM/S-91	All HAM Operators	146.9100W	NA	146.9100W	NA	M	AKA-"Nine-One," or "91" Simplex on Output of Repeater
1	ARES.RACES.ONO	W2CM/S-21	All HAM Operators	147.2100W	NA	147.2100W	NA	M	AKA - "Two-One," or "21" Simplex on Output of Repeater

The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital (e.g. Project 25) or "M" indicating mixed mode. All channels are shown as if programmed in a control station, mobile or portable radio. Repeater and base stations must be programmed with the Rx and Tx reversed.

ACTIVITY LOG (ICS 214)

1. Incident Name:	**2. Operational Period:** Date From:	Date To:
	Time From:	Time To:

3. Name:	**4. ICS Position:**	**5. Home Agency** (and Unit)**:**

6. Resources Assigned:

Name	ICS Position	Home Agency (and Unit)

7. Activity Log:

Date/Time	Notable Activities

8. Prepared by: Name: _____ Position/Title: _____ Signature: _____

ICS 214, Page 1   Date/Time: _____

ACTIVITY LOG (ICS 214)

1. Incident Name:	2. Operational Period: Date From: Date To:
	Time From: Time To:

7. Activity Log (continuation)**:**

Date/Time	Notable Activities

8. Prepared by: Name: _____ Position/Title: _____ Signature: _____

ICS 214, Page 2   Date/Time: _____

Date _____   **Event/Incident** _____

Onondaga RACES / ARES Resource Net Log

	Time	Callsign	Name	HOME Capability			MOBILE Capability			Deployment Availability			In Transit	Deployed
				VHF UHF FM	DMR	HF	VHF UHF FM	DMR	HF	4 HR Rotation	8 HR Rotation	12 HR Rotation		
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														
11														
12														
13														
	A	B	C	D	E	F	G	H	I	J	K	L	M	N

NCS Station _____   **Page** _____ **OF** _____

Date _____   **Event/Incident** _____

Onondaga RACES / ARES Resource Net Log

	Time	Callsign	Name	HOME Capability			MOBILE Capability			Deployment Availability			In Transit	Deployed
				VHF UHF FM	DMR	HF	VHF UHF FM	DMR	HF	4 HR Rotation	8 HR Rotation	12 HR Rotation		
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														
11														
12														
13														
	A	B	C	D	E	F	G	H	I	J	K	L	M	N

NCS Station _____   **Page** _____ **OF** _____