

Subject to change.

NBARC in-charge member will have up-to-date information the morning of the event.

North Bay Amateur Radio Club

2017 Patrick 4 Life SMEAC

04 June 2017

Situation:

Patrick 4 Life (P4L), hereinafter the 'organizer(s)', will be holding their annual Family Run Walk 04 June 2017, at Lee Park in North Bay.

Mission:

In support of the event organizers, the North Bay Amateur Radio Club (NBARC) will have licenced amateur radio operators in attendance to provide two-way voice communication via radio between field locations and the event start/finish area.

Execution:

NBARC's primary task is that of voice radio communications between checkpoints on the walk/run circuits and the base station located at the start/finish area.

NBARC members have neither the training nor legal authority to signal, warn, direct or control vehicular traffic on public roads. We will not perform this function.

Traffic control is entirely the responsibility of the event organizer.

Communications plan:

- Primary communication will be on VHF, via the ERX repeater. **147.030+, PL 107.2**
- **Tactical call signs** will be used throughout the event. See Appendix A in this document for details.
- As radio operators you will need to note (on paper) and notify BASE of the time of arrival of the first runner and the time of departure of the last runner as they pass your checkpoint.
- The organizers would like the bib numbers from finishing runners radioed ahead so that the names can be announced over the P.A. This will tentatively be accomplished by CHECKPOINT 2 and ROVER 1, most likely operating simplex on **146.550** between each other for that portion of the event.

Emergencies

- Should need to relay an emergency message, identify this to all operators by using the word "**EMERGENCY**". You will be given priority over air time.

Backup communications

- In the event of a repeater failure, try contacting 'BASE' or another operator on VHF simplex **146.550**. Given the long distances between the start/finish and the turn-around points on the route, we may have to relay simplex traffic from one operator to another.

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Administration / Logistics:

- There will be a **pre-event meeting at 07:00** at Drew's van near the **Gateway Arch** in Lee Park. We can expect to be **clear by 13:00**.
- Event start times are as follows:
 - 07:30 Half Marathon
 - 08:15 10km
 - 08:30 5km
 - 10:00 2km
- The 2km and 5km events take place along Memorial Ave. The longer runs start and end at Lee Park, but extend as far as Lakeshore & Howard (10km) and the end of Premier Rd (half-marathon). See attached route maps for more detail.
- **Memorial Ave will be closed** to vehicle traffic from Lakeview Rona through to Regina St. during the event.
- The organizers are providing race marshals where able, and as of this date are struggling to locate sweeps.
- Volunteers may help themselves to bananas, apples and cookies at the start/finish line.
- One **parking** spot has been assigned at Lee Park for our base station and vehicle (Drew's van). Everyone else parks roadside at their designated checkpoint.
- Please wear your **blue reflective vest** overtop your outer garments.
- Please note that the **North Bay Brain Tumour Walk** is being held the **same morning**, and is taking place nearby at the Discovery North Bay Museum at the bottom of Ferguson Street. Be prepared for road closures, traffic congestion and participants who attend the wrong event!

Command and control:

- Lori (VE3LOR) "**ROVER 1**" is running the event for NBARC, and will be roving.
- Bill (VE3TGI) is **CHECKPOINT 2** and Lori's alternate, at James & Memorial
- The event organizer is Brandon Baril, and will be shadowed by Kelly (VE3KLX) **RACE CONTROL**, located at the start/finish.
- Staff levels permitting, any problems or questions should be directed through RACE CONTROL for an answer from the organizer. Failing that, call BASE with the issue.

Post event:

Comments and suggestions on this document or event function are welcome. Please note any observations on this sheet and hand into Lori when you check in with her before you leave. Alternatively, you may send Lori or Bill an e-mail when you get home.

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Appendix A - Tactical call signs

Industry Canada allows the use of tactical call signs for community and emergency events, provided that the requirement to transmit your licenced station identification every 30 minutes is met.

To allow for concise and unambiguous communications during the event, NBARC members shall use tactical call signs, and said call signs will indicate function and location.

Checkpoint and other duties are typically assigned the morning-of by the NBARC member-in-charge of the club's operation that day.

Examples of community event tactical call signs are:

- CHECKPOINT 1, 2, 3 etc.
- ROVER 1, 2, etc.
- BASE (typically the operator at the start/finish)
- RACE CONTROL – the operator paired with the organizer

Alternatively, if the route of the race only crosses a given road in one location, we can use names similar to:

- LAKESHORE
- FERONIA RD

Checkpoint names selected for use should mirror what's on the event map so that everyone has the same common operating picture.

The callsign RACE CONTROL must be used in full, and not shortened to 'control'. This position is typically not the same person or function as 'BASE'.

Note that the callsign 'COMMAND' is reserved for a specific individual at emergency or public safety incidents. It does not apply and shall not be used at community events.

Radio operators will call arriving at and departing from checkpoints. Examples:

"BASE, this is VE3ABC arriving at CHECKPOINT 2", and

"BASE this is VE3ABC. I am clear from CHECKPOINT 2"

The BASE operator or designate will log which operators have been assigned to which positions (checkpoints). The BASE operator or designate will also ensure legal compliance by polling for licence identifiers every 30 minutes during the event. Outside of the arrival, departure and polling intervals, operators will use their assigned tactical call sign.

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Appendix B – Radio operations

NBARC personnel are obliged to be familiar with the operation of their radio equipment. Further, members are to ensure that batteries are charged and the equipment is functional prior to deployment to any event or incident.

The following is a list of repeater and simplex frequencies commonly used by NBARC during community events.

Repeaters

Location	Callsign	Frequency	PL
Powassan	VE3ERX	147.030 +	107.2
North Bay	VE3NFM	147.300 +	107.2
Mattawa	VE3NBR	147.150 +	n/a

VHF Simplex

VHF calling	146.520
VHF operations 1	146.490
VHF operations 2	146.550

Note that if your radio has U.S. programming, it may try to apply a repeater offset to the UHF operations channels.

We use these channels in simplex mode, so ensure that you remove any automatic offset.

UHF Simplex

UHF calling	446.000
UHF operations 1	446.125
UHF operations 2	446.175

VHF and UHF calling frequencies are nationally allocated and should be used for calling only. If operating an event on simplex, one of the 'operations' channels will be selected and used from the outset.

NBARC members should pre-program their radios with the repeaters, calling frequencies and the two selected frequencies in each band that we have designated for operations. Pre-programming allows us to select any of the above prior to or during an event, should circumstances require.

For repeater operation, including cross-band repeat, remember to pause briefly after keying your mic and before speaking to allow the repeater(s) to key up.

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Appendix C – Personal equipment

NBARC members are expected to be self-supporting during deployments to events and incidents. Do not rely on anyone else to provide items you'll need.

Specifically, this means:

Come prepared for the weather with appropriate **outerwear**. Also consider a hat, bug spray, sunscreen and rain or cold-weather gear. Don't forget **footwear** suitable to the terrain and conditions.

Checkpoint duty can last all day. Bring your own folding **chair** or other such equipment should you desire one.

Ensure that your vehicle has sufficient **fuel** to make it there and back, and to run the engine as required while at your station.

Each individual is personally responsible for their own dietary and medical requirements. Past experience has shown that complimentary meals offered by the organizers don't always materialize. Come prepared for the duration of the event with sufficient **food** (lunch, snacks, coffee, water) and any required **medication**.

Typical NBARC duties at most events would require us to bring pen/pencil, paper, clipboard and wristwatch or other time piece.