



North Bay Amateur Radio Club

2018 Run Off the Grid

29 September 2018

Situation:

Nature's Harmony, hereinafter the 'organizer(s)', will be holding their annual cross-country run on September 29, 2018 at Nature's Harmony on Snake Creek Road in Mattawa.

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. Our mission is to assist the organizer in running an enjoyable, efficient and safe event.

Execution:

NBARC's primary task is that of voice radio communications between checkpoints on the run 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 wholly the responsibility of the event organizer.

Communications plan:

- Base will operate on 146.550
- All other operators will operate on 445.550
- A cross-band repeater will bridge the two frequencies
- **Tactical call signs** will be used throughout the event. See Appendix.
- Checkpoint duties will be finalized the morning of the event. Checkpoint operators will need to record (on paper) and notify BASE of the time of *arrival* of **each participant** as they pass your checkpoint.

Emergencies

- Should you 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 the crossband repeater failing, all stations are to contact 'BASE' or another operator on VHF simplex **146.550**.

Administration / Logistics:

- There will be a **pre-event meeting at 07:00** at Tim Hortons on Seymour street in North Bay.
- The first race is scheduled to start at approximately 9:00
- The organizers are providing race marshals where able, and have been advised that NBARC is not providing sweeps.
- Please bring your own refreshments for the day. Dinner is to be provided by the organizers, catered by Good2Go
- Please wear your **blue reflective vest** overtop your outer garments.

Command and control:

- Chris (VA3CMX) is running the event for NBARC. Drew (VE3MAF) is Bill's alternate, and will be operating as **BASE**
- Any problems or questions should be directed through BASE for an answer from the organizer.
- Other checkpoints are as follows (see attached map):
 - CHEKCPPOINT 1
 - CHECKPOINT 2
 - CHECKPOINT 3

Post event:

Observations and suggestions on the event and/or this document are encouraged! Feedback will help us to better plan future events. Please note any comments on this sheet and hand to Bill or Drew when you check in with her before you leave. Alternatively, you may send Bill an e-mail when you get home.

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 DIRECTOR – the operator shadowing 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 DIRECTOR' must be used in full, and not shortened to 'director'. 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).

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

UHF Simplex

UHF calling	446.000
UHF operations 1	446.125
UHF operations 2	445.550

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 frequencies in simplex mode, so ensure that you remove any automatic offset.

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.

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.

