



Forsyth County AUXCOMM ALERT AND MOBILIZATION

Operations 101
Revision: Reissue
Date: 1 April 2021
Page 1

This document covers the procedures for Activation and Mobilization of Forsyth County AuxComm. This document provides the terminology, protocols and instructions regarding a mobilization of Forsyth County AuxComm or any of its personnel.

The Forsyth County AuxComm Coordinator, or designee, will initiate mobilization at the request of the Forsyth County Emergency Management Agency or other served partner. The activation alert will include instructions, (including frequencies) and will be given with directions for stations to be dispatched to the EOC, Command Post, shelters, assembly areas, or the situation site itself, as appropriate.

Net control may be handled from the Forsyth County EOC, a mobile unit in route, or other fixed station location depending on availability, requirements and severity of the situation. All stations should monitor the 145.470 MHz (+) PL 100.0 the W4NC repeater for bulletins or information concerning the alert and/or mobilization, until otherwise directed by the Forsyth County AuxComm Coordinator or designee.

The primary notification of AuxComm personnel will be via SMS text messages and email. A voice phone tree may be initiated if available however email / text is the primary method for Alerts. All Forsyth County AuxComm personnel should check their email, monitor their phones and cell phones, and regularly monitor the normally utilized repeater frequencies, especially the W4NC repeater 145.470 MHz (+) PL 100.0 Hz.

These messages will advise personnel of the ALERT STATUS for AuxComm. There are four (4) Alert Status modes:

1. **ALERT:** Indicates that there is a potential for AuxComm activation and all personnel should monitor the 145.470 MHz (+) PL 100.0 for updates. The repeater courtesy tone and CW will be modified accordingly (Courtesy Tone “. . . “ / CW: I). An ALERT Net may be initiated to determine personnel availability. Personnel should check into the net and advise their deployment ability. Personnel should also check their deployment gear for readiness.
2. **STANDBY:** Indicates that AuxComm activation is possible or anticipated at any time. An Emergency Operations Net will be initiated on 145.470 MHz (+) PL 100.0 to determine personnel availability as well as direct deployments should they occur. The repeater courtesy tone and CW will be modified accordingly (Courtesy Tone “ ___ “ / CW: T).
3. **ACTIVATED:** Indicates that AuxComm has been activated for an event. An Emergency Operations Net will be initiated on 145.470 MHz (+) PL 100.0. The repeater courtesy tone and CW will be modified accordingly (Courtesy Tone “. . . “ CW: S). Personnel should deploy ONLY as directed by the AuxComm Coordinator, designee or NCS.



Forsyth County AUXCOMM ALERT AND MOBILIZATION

Operations 101
Revision: Reissue
Date: 1 April 2021
Page 2

4. **STANDDOWN:** Indicates that AuxComm has stood down and all personnel are released. At this point, the repeater(s) will be returned to normal use and any Emergency Operations Net(s) are closed. The repeater courtesy tone and CW will be modified accordingly (Courtesy Tone “__ . . “ / CW: D).

When notification, or knowledge, that a AuxComm Alert exists, personnel should check into the AuxComm net underway and remain on frequency for instructions. The primary repeater used by Forsyth County AuxComm is the W4NC 145.470 MHz (+) PL 100.00 and should be monitored for bulletins and information. Actual Emergency Operations Nets (Tactical Control) may and most likely will be conducted on a different frequency which will be assigned by the AuxComm Coordinator or Net Control Station (NCS). AuxComm personnel should have a copy of the Consolidated Triad Area ICS-217a. This document is For Official Use Only (FOUO) and is not available in nor shall be placed in the public forum. Authorized personnel who do not have a copy of the Consolidated Triad Area ICS-217a should contact the AuxComm Coordinator, AuxComm staff or NCS for a copy.

Emergency Operations Nets (Tactical Control) will be on the announced primary tactical repeater(s). The actual location of the net control station will be as directed by the AuxComm Coordinator, designee or EOC Team Leader as appropriate to the specific emergency situation. The NCS will list all stations on frequency, and identify the simplex relay stations in the event that simplex operation is required. Simplex frequencies used are found on the Consolidated Triad Area ICS-217a (FOUO). The national simplex calling frequency is 146.520 MHz and is not be used as a NET frequency. 146.520 MHz may be used as a calling frequency or simplex frequency to make announcements directing volunteers to other frequencies.

Anticipate that in the confusion that inevitably occurs during the early stages of an emergency, you may be refused admittance to an area to which you have been dispatched. Be courteous. Attempt to explain. Follow the orders of the person in charge, or the official with whom you are in contact. Call the NCS and standby for further instructions. Be courteous and maintain a positive attitude. Always think in terms of how can I make this work to the best advantage of the mission. Tact and diplomacy work extremely well. Be part of the solution and do not become a part of the problem.

NO Forsyth County AuxComm personnel are authorized to go to the scene of an emergency or disaster without authorization, or an invitation from the on-scene commander, or individual in charge at the site. REPEAT: NO Forsyth County AuxComm personnel are authorized to go to the scene of an emergency or disaster without authorization, or an invitation from the on-scene commander, or individual in charge at the site. Furthermore NO Forsyth County AuxComm personnel are to Self-Deploy.

Mobile stations and assigned personnel may proceed to assembly areas in the general vicinity to await further instructions and authorization. The assembly areas may be announced on the net or disseminated prior to the event. When assembly areas are required, and designated, an



Forsyth County AUXCOMM ALERT AND MOBILIZATION

Operations 101
Revision: Reissue
Date: 1 April 2021
Page 3

Intake Coordinator shall be dispatched to the assembly areas as needed. The Intake Coordinator disseminates instructions and directions to volunteers. The Intake Coordinator, using the appropriate ICS forms, will maintain an accurate and clearly legible record of all who have checked in and the location(s) to which they have been dispatched. This record will be passed to the relief Intake Coordinators and turned over to Logistics when the event has been secured. Accurate records of participating AuxComm personnel are extremely important and must be retained. In an actual emergency, training exercise or drill, the NCS may operate from a "Key Station".

Key stations may be extensively utilized during any communications emergency or training exercise. In order to be designated a Key Station, the station must have full emergency power capable of at least 14 hours full power operation, VHF/UHF capabilities able to reach all Forsyth County AuxComm repeaters, HF capabilities with WinLink / Digital Mode ability is preferred. During an actual emergency the station should be able to have relief operators assigned to ensure that continuous operation over a prolonged period will be sustained.

There is one permanently designated Key Station used by Forsyth County AuxComm: this is the Forsyth County Emergency Operations Center (EOC). Its call sign is WS4FC, and it is the Primary Key Station for Forsyth County AuxComm. The EOC is located in Forsyth County Sheriff's Department building, 301 N. Church Street in downtown Winston Salem.

Only EOC qualified personnel will be permitted access during activations.

END