

# 2021 Whirlwind Boom Exercise

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## ***Exercise Plan*** *for MARCH 19, 2021*

The Exercise Plan (ExPlan) gives elected and appointed officials, observers, media personnel, and players from participating organizations information they need to observe or participate in the exercise. Some exercise material is intended for the exclusive use of exercise planners, controllers, and evaluators, but players may view other materials that are necessary to their performance. All exercise participants may view the ExPlan.

Version: 0.6 Feb 14 Gordon L. Gibby MD 325 246 6183  
Added recipient/addressee information for Objective 4.2

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## EXERCISE OVERVIEW

<b>Exercise Name</b>	2021 Whirlwind Boom Exercise
<b>Exercise Dates</b>	Friday March 19, 2021 (7 PM-9PM EST)
<b>Scope</b>	<p>This exercise is a <b>deployment, full scale exercise</b>, planned for 2 hours at multiple locations throughout northern Florida and including participants throughout the southeastern United States.</p> <p>Exercise play is open to a very wide array of volunteers including:</p> <ul style="list-style-type: none"> <li>– NTS or other traffic net volunteers,</li> <li>--volunteers participating in the 2021 Florida Baptist Disaster Relief Jacksonville on-site training,</li> <li>– Florida state emergency personnel,</li> <li>– County personnel / volunteers,</li> <li>--ARES® volunteers,</li> <li>– SHARES personnel (federal, state, local, or volunteer),</li> </ul> <p>and any other interested amateur radio operators.<sup>1</sup>.</p>
<b>Mission Area(s)</b>	RESPONSE
<b>Core Capabilities</b>	<p>MASS CARE SERVICES</p> <p>OPERATIONAL COMMUNICATIONS</p>
<b>Objectives</b>	<p>1.0 Antenna Deployment</p> <p>2.0 Emergency Power</p> <p>3.0 Communications Planning</p> <p>4.0 Voice Communications</p> <p style="padding-left: 20px;">4.1 Command Net</p> <p style="padding-left: 20px;">4.2 Formal Status Report</p> <p style="padding-left: 20px;">4.3 Tactical Communications</p> <p style="padding-left: 20px;">4.4 (Optional) Survivor Messages</p> <p>5.0 Data Communications</p> <p style="padding-left: 20px;">5.1 Written/Status Reports</p> <p style="padding-left: 20px;">5.2 Resource Requests</p> <p style="padding-left: 20px;">5.3 Response Time</p> <p style="padding-left: 20px;">5.4 Survivor Messages</p> <p>6.0 Interoperability</p> <p>7.0 Volunteer Handling</p>
<b>Threat or Hazard</b>	Extreme weather event complicated by human terrorist effort, resulting in Infrastructure failure, multiple types, leading to communications failures and risk to population

<sup>1</sup> This exercise specifically includes a RESOURCE NET to assist unexpected volunteers with joining the exercise.

<b>Exercise Name</b>	2021 Whirlwind Boom Exercise
<b>Scenario</b>	<p>Multiple tornadoes damaging a swath across the peninsular state of Roflida from one coast to the other as a result of fast moving cold front, with large number of displaced persons seeking shelter, large power outages and communications systems outages.</p> <p>2<sup>nd</sup> event was a massive explosion near an NT&amp;T central switching site in Johnsonville, Roflida, leading to massive loss of public switched telephone system performance and large damage to the “SuperNet” emergency-response cell-phone based emergency communications system.</p>
<b>Sponsor</b>	Florida Baptist Disaster Relief, Communications & Technology Ministry
<b>Participating Organizations</b>	<p>Alachua County Emergency Management</p> <p>North Florida Section ARES®;</p> <p>Multiple ARES® organizations, including Santa Rosa County, Flagler County, Alachua County;</p> <p>SHARES (Southeast). Additional participating organizations pending</p>
<b>Point of Contact</b>	<p>Gordon L. Gibby MD, KX4Z, NCS521</p> <p>docvacuumtubes@gmail.com</p>

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## GENERAL INFORMATION

### Exercise Objectives and Core Capabilities

This exercise was designed to bring together the very volunteers who are likely to volunteer for communications disasters in Florida or nearby states. It attempts to create realistic communications that would be of great value to the responding agencies and the citizens they and we serve. As a result it has several levels, from local volunteers forwarding shelter status reports to a local net & EOC, all the way to reports converging on a simulated state data input port.

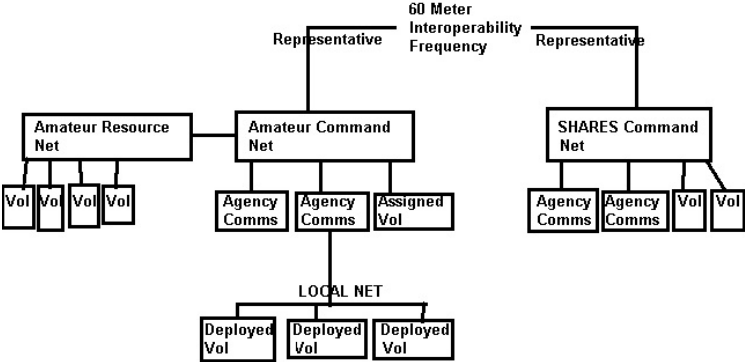
There is a place for every volunteer in this exercise!

The following exercise objectives in Table 1 describe the expected outcomes for the exercise. The objectives are linked to specific FEMA national core capabilities, which are distinct critical elements necessary to achieve the specific mission area(s). The objectives and aligned core capabilities are guided by elected and appointed officials and selected by the Exercise Planning Team.

Exercise Objective	FEMA Core Capability
<b>(1.0) Antenna Deployments.</b> Each applicable team able to deploy emergency antennas on suitable bands for their assigned communications, within 30 minutes of a declared antenna failure. <sup>2</sup>	Mass Care Services Operational Communications
<b>(2.0) Emergency Power.</b> Each applicable team able to operate from alternative power, within 30 minutes of a declared power outage, including both radio, ancillary equipment (e.g. computer, antenna tuner, etc.) and suitable lighting. <sup>3</sup>	Mass Care Services Operational Communications

2 An antenna failure may happen spontaneously, or may be declared by an inject within the Exercise, delivered by paper message, radio or email communication.

3 A power failure may happen spontaneously, or may be declared by an inject within the Exercise, delivered by paper message, radio or email communication.

Exercise Objective	FEMA Core Capability
<p data-bbox="203 237 643 275"><b>(3.0) Communications Planning.</b></p> <p data-bbox="297 310 956 344" style="text-align: center;"><u>Possible Voice /Data Net Structure During Exercise</u></p>  <ul data-bbox="253 810 1078 1293" style="list-style-type: none"> <li>• <b>Amateur Resource Net</b> accepts incoming amateur radio based volunteers who are not already associated with a specific team, provides briefing services, and assigns roles. <b>These unconnected volunteers are specifically welcomed in this Exercise.</b></li> <li>• <b>Amateur Command Net</b> coordinates between amateur-based comms teams, and provides representative to interoperability communications to SHARES-based Command Net.</li> <li>• <b>SHARES Command Net</b> accepts communications teams as well as individual resource units (volunteers)</li> <li>• <b>Agency Comms team</b> might be a local ARES® or CERT or other group which serves a local EOC or other agency, and provides volunteers for deployment, for example to local shelters. The Agency Comms team with deployed volunteers would maintain a local net, perhaps on VHF, and provide one or more representatives to the Amateur Command Net. Some Agency Comms teams may consist only of a comms group serving an EOC or other agency (such as a disaster relief agency).</li> </ul> <p data-bbox="297 1335 1040 1549">(3.1) Groups or team whose responsibilities include deployed teams (e.g., to shelters or with search and rescue groups) <u>to create suitable ICS-205 planning materials</u> considering the possibilities of radio asset failures, and forward to the Exercise Director, c/o <a href="mailto:docvacuumtubes@gmail.com">docvacuumtubes@gmail.com</a><sup>4</sup></p> <p data-bbox="297 1591 1019 1734">(3.2) All groups/teams to successfully plan for communications by one or more representatives of their group to at least one Command Nets, depending on their licensure status (whether Amateur, SHARES, or both)</p>	<p data-bbox="1109 237 1365 344">Mass Care Services Operational Communications</p>

4 Purpose of this Objective is to provide practice and measure capabilities at planning communications systems.

Exercise Objective	FEMA Core Capability
<p><b>(4.0) Voice Communications Accomplishments.</b></p> <p>(4.1) Each team able to make voice contact to a suitably placed command net applicable to their licensure, despite local or ionospheric conditions.</p> <p>(4.2) Each team successfully transmits <b>formal status report</b> of defined structure via voice communications to <a href="mailto:RDEM@WINLINK.ORG">RDEM@WINLINK.ORG</a> or as requested.<sup>5</sup></p> <p><b><u>Deployed individual resources</u></b> (e.g., amateur unit deployed to simulated shelter) shall submit by radio transmission, a report type chosen by their local group. A suggested reporting form is to provide the data of the <b>SHARES SPOTREP-2</b> form (Version 9.5 or later)<sup>6</sup>.</p> <p><b><u>County or EOC or Agency Comms Team</u></b> (e.g., ARES® or disaster ministry group) shall submit by voice, over radio transmission, their choice of either of the following two reports.<sup>7</sup></p>	<p>Mass Care Services Operational Communications</p>

- 5 Once the formal traffic has been transmitted by voice to a recipient on the Command Net, it is presumed to have exited the disaster area, and the receiving station can forward the text as an EMAIL to [RDEM@WINLINK.ORG](mailto:RDEM@WINLINK.ORG) using any desired email system. Attempt to keep the basic structure of the formal traffic as transmitted.
- 6 A word-processor created version of this form is provided in Appendix D, followed by an example of this form used within an ICS-213 voice report. This could also be sent as a (rather long) ARRL Radiogram by inserting the relevant fields into the address, text body, and signature, and then adding an OP NOTE before the text such as “Deliver formatted as ICS-213.”
- 7 Note that the receiving net participant (in this Exercise, presumed to be in a non-affected area) will then forward the report by normal internet email to our proxy for a state reporting point, [RDEM@WINLINK.ORG](mailto:RDEM@WINLINK.ORG) (representing the simulated “Roflida State Div of Emergency Management”)

Exercise Objective	FEMA Core Capability
<p><b>(4.0 Voice Communications, continued)</b></p> <p>Option #1: <b>AGENCY SITUATION REPORT</b>, which is a modified version of the British Columbia Emergency Operation Center status report..<sup>8</sup></p> <p>Option #2: Create a voice message with the information of the WINLINK “<b>Incident Status Report</b>”<sup>9</sup></p> <p>(4.3) Each team able to create, receive, and respond to immediate <b>tactical communications</b>.</p> <p>(4.4) (Optional<sup>10</sup>) Successful voice handling and transmission of <b>survivor written messages</b><sup>11</sup> to loved ones out of disaster area, unless their Agency directs that such communications are prohibited. (Moving outbound survivor traffic to loved ones via the NTS or other methods is an historic method of public service by radio volunteers, and this portion of the Exercise aims to reacquaint volunteers with this valuable service..[These messages can be created by the volunteers to remote friends or relatives advising them of their participation in this Exercise and/or providing well wishes.]</p>	

8 A blank copy of this form is presented in Appendix D, with an example inserted into the ICS-213 format immediately following.

9 This form can be accessed while using the New Message winlink procedure by choosing Select Template | Standard Templates | General Forms | Incident Status Report.txt. An image of this form is provided in Appendix D, following by an example of this information inserted into an ICS-213.

10 While data-based techniques for moving massive survivor messaging may be easier, those who prefer or enjoy voice-based disaster messaging are vital to a response and are expressly encouraged to proceed. Any volunteer on the net who is free may accept these simulated outgoing messages and deliver them by email or telephone immediately, or they may be routed thru the normal NTS/RRI channels if desired. The point is PRACTICE.

11 A suggested form is provided in Appendix D, followed by an example of this form utilized to create an ARRL Radiogram. After this form is transmitted over Radio to another volunteer in this exercise, the receiving volunteer will then deliver it via either email or telephone as soon as possible.

Exercise Objective	FEMA Core Capability
<p><b>(5.0) Data Communications.</b></p> <p>(5.1) County-based teams to transmit assigned written communications when requested, including <b>status reports</b> of the <b>Winlink Incident Status Report</b> format<sup>12</sup>, by one or more data techniques, all involving RADIO out of their location.<sup>13</sup> These will generally be addressed to our simulated state-level watch point, <a href="mailto:RDEM@WINLINK.ORG">RDEM@WINLINK.ORG</a>.</p> <p>(5.2) NGO-based communications teams to transmit one or more resource requests<sup>14</sup> (example: for food stores for meals being prepared by a disaster ministry group) , by one or more data techniques, all involving RADIO out of their location. An example of such a communication is provided in Appendix E.</p> <p>(5.3) Each team able to respond within 30 minutes to inquiries and replies.</p> <p>(5.4) Successful handling and transmission of <b>survivor written messages</b> to loved ones out of disaster area. <sup>15</sup></p>	<p>Mass Care Services Operational Communications</p>
<p><b>(6.0) Interoperability.</b> Teams from different groups (FBDR, ARES®, FDEM, SHARES) to be able to coordinate via representatives to an Interoperability frequency so designated. <sup>16</sup></p>	<p>Mass Care Services Operational Communications</p>
<p><b>(7.0) Handling Volunteers.</b> Successful integration of newcomer amateur radio volunteers on Resource Nets with suitable explanations of the Exercise and assignments of tasks to newcomer volunteers.</p>	<p>Mass Care Services Operational Communications</p>

12 This form can be accessed while using the New Message winlink procedure by choosing Select Template | Standard Templates | General Forms | Incident Status Report.txt. An image of this form is provided in Appendix D,

13 Any data technique is allowed. Examples include APRS, broadcast peer-to-peer techniques, WINLINK, JS8.

14 These resource requests can be in normal email format or in ICS-213RR, as per the usual practice of their particular NGO

15 The suggested form is provided in Appendix D, and an example of this form turned into a standard WINLINK email as a text is provided in Appendix E.

16 Ross Merlin points out this wording mixes somewhat different entities: “SHARES isn’t a group like the other groups in this item, SHARES is resources for the those groups to meet their communications requirements. The groups listed are responders, with a presence there at the incident scene. SHARES is its networks, for some of them to use, but there is no “SHARES Team” on-site. FBDR has a mission specific to the incident, FDEM has several; ARES mission is to support those on-scene who need communications; SHARES mission is to provide federal channels and off-scene relay of messages. “I’m not quite sure how to address his correction here, but we’ll keep it in mind.



**Table 1. Exercise Objectives and Associated Core Capabilities**

## **Participant Roles and Responsibilities**

The term *participant* encompasses many groups of people, not just those playing in the exercise. Groups of participants involved in the exercise, and their respective roles and responsibilities, are as follows:

**Players.** Players are personnel who have an active role in discussing or performing their regular roles and responsibilities during the exercise. Players discuss or initiate actions in response to the simulated emergency.

**Controllers.** Controllers plan and manage exercise play, set up and operate the exercise site, and act in the roles of organizations or individuals that are not playing in the exercise. Controllers direct the pace of the exercise, provide key data to players, and may prompt or initiate certain player actions to ensure exercise continuity. In addition, they issue exercise material to players as required, monitor the exercise timeline, and supervise the safety of all exercise participants.

**Simulators.** Simulators are control staff personnel who role play nonparticipating organizations or individuals. They most often operate out of the Simulation Cell (SimCell), but they may occasionally have face-to-face contact with players. Simulators function semi-independently under the supervision of SimCell controllers, enacting roles (e.g., media reporters or next of kin) in accordance with instructions provided in the Master Scenario Events List (MSEL). All simulators are ultimately accountable to the Exercise Director and Senior Controller.

**Evaluators.** Evaluators evaluate and provide feedback on a designated functional area of the exercise. Evaluators observe and document performance against established capability targets and critical tasks, in accordance with the Exercise Evaluation Guides (EEGs).

**Observers.** Observers visit or view selected segments of the exercise. Observers do not play in the exercise, nor do they perform any control or evaluation functions. Observers view the exercise from a designated observation area and must remain within the observation area during the exercise. Very Important Persons (VIPs) are also observers, but they frequently are grouped separately.

**Media Personnel.** Some media personnel may be present as observers, pending approval by the sponsor organization and the Exercise Planning Team.

**Support Staff.** The exercise support staff includes individuals who perform administrative and logistical support tasks during the exercise (e.g., registration, catering).

## **Exercise Assumptions and Artificialities**

In any exercise, assumptions and artificialities may be necessary to complete play in the time allotted and/or account for logistical limitations. Exercise participants should accept that assumptions and artificialities are inherent in any exercise, and should not allow these considerations to negatively impact their participation.

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## **Assumptions**

Assumptions constitute the implied factual foundation for the exercise and, as such, are assumed to be present before the exercise starts. The following assumptions apply to the exercise:

The exercise is conducted in a no-fault learning environment wherein capabilities, plans, systems, and processes will be evaluated.

The exercise scenario is plausible, and events occur as they are presented.

Exercise simulation contains sufficient detail to allow players to react to information and situations as they are presented as if the simulated incident were real.

## **Artificialities**

During this exercise, the following artificialities apply:

Although for a "real world emergency" participants can certainly use their cell phones, for purposes of the Exercise, they should disable both cell phone and data (including not using it for map-based navigation) by using Airplane mode or similar. (Compass use is still allowed as this is independent of cell phone networks.)

If communications methods listed in the ICS-205 are declared "inoperative" then they cannot be utilized by participants..

# EXERCISE LOGISTICS

## Safety

Exercise participant safety takes priority over exercise events. The following general requirements apply to the exercise:

A Safety Controller is responsible for participant safety; any safety concerns must be immediately reported to the Safety Controller. The Safety Controller and Exercise Director will determine if a real-world emergency warrants a pause in exercise play and when exercise play can be resumed. For this Exercise, the Safety Controller will be the Exercise Director, Gordon Gibby, (352) 246 6183, and also monitoring the COMMAND NET frequency.

For an emergency that requires assistance, use the phrase “**real-world emergency.**” The following procedures should be used in case of a real emergency during the exercise:

Anyone who observes a participant who is seriously ill or injured will immediately notify emergency services (911) and the closest controller, and, within reason and training, render aid.

The controller aware of a real emergency will initiate the “**real-world emergency**” broadcast and provide the Safety Controller, Senior Controller, and Exercise Director with the location of the emergency and resources needed, if any. The Senior Controller will notify the [Control Cell or SimCell] as soon as possible if a real emergency occurs.

## Fire Safety

Participants are asked to maintain due care related to emergency power sources, and also related to installing emergency antennas. No such antennas will be installed near any power lines.

## Emergency Medical Services

Dial 911.

## Electrical and Generating Device Hazards

Each participant is asked to follow prudent safety procedures related to batteries and generators and any other alternative power systems.

## Weapons Policy

In general, non-law-enforcement personnel are strictly not allowed to carry concealed weapons inside ANY governmental building.

## Site Access

### Media/Observer Coordination

Organizations with media personnel and/or observers attending the event should coordinate with Gordon L. Gibby MD (352) 246 6183 for access to the exercise site. Media/Observers are encouraged to travel to the deployment sites, maintain identification, and observe. PIO should be contacted for specific questions and information. Exercise participants should be advised of media and/or observer presence.

### Exercise Identification

Exercise staff may be identified by badges, hats, and/or vests to clearly display exercise roles; additionally, uniform clothing may be worn to show agency affiliation. Table 2 describes these identification items.

Group	Color
Controllers/Evaluators	Orange or Green Vest
Media Personnel	Simply wear ID
Players	Any suitable clothing

Table 2. Exercise Identification

# POST-EXERCISE AND EVALUATION ACTIVITIES

## Debriefings

Post-exercise debriefings aim to collect sufficient relevant data to support effective evaluation and improvement planning.

## Hot Wash

At the conclusion of exercise play, controllers facilitate a Hot Wash to allow players to discuss strengths and areas for improvement, and evaluators to seek clarification regarding player actions and decision-making processes. All participants are encouraged to attend! **This will be a brief (30-45 minute) ZOOM conference via immediately following the exercise. The ZOOM link will be announced prior to the Exercise.**

## Controller and Evaluator Debriefing

Controllers and evaluators are encouraged to attend a facilitated Debriefing via ZOOM at a date and time following the exercise to be announced.

## Participant Feedback Forms

Participant Feedback Forms provide players with the opportunity to comment candidly on exercise activities and exercise design. A Google Form will be provided for participants to utilize during or after the HotWash.

## Evaluation

### Exercise Evaluation Guides

EEGs assist evaluators in collecting relevant exercise observations. EEGs document exercise objectives and aligned core capabilities, capability targets, and critical tasks. Each EEG provides evaluators with information on what they should expect to see demonstrated in their functional area. The EEGs, coupled with Participant Feedback Forms and Hot Wash notes, are used to evaluate the exercise and compile the After-Action Report (AAR).

### After-Action Report

The AAR summarizes key information related to evaluation. The AAR primarily focuses on the analysis of core capabilities, including capability performance, strengths, and areas for improvement. AARs also include basic exercise information, including the exercise name, type of exercise, dates, location, participating organizations, mission area(s), specific threat or hazard, a brief scenario description, and the name of the exercise sponsor and POC.

## Improvement Planning

Improvement planning is the process by which the observations recorded in the AAR are resolved through development of concrete corrective actions, which are prioritized and tracked as a part of a continuous corrective action program.

### After-Action Meeting

The After-Action Meeting (AAM) is a meeting held among decision- and policy-makers from the exercising organizations, as well as the Lead Evaluator and members of the Exercise Planning Team, to debrief the exercise and to review and refine the draft AAR and Improvement Plan (IP). The AAM should be an interactive session, providing attendees the opportunity to discuss and validate the observations and corrective actions in the draft AAR/IP.

### Improvement Plan

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The IP identifies specific corrective actions, assigns them to responsible parties, and establishes target dates for their completion. It is created by elected and appointed officials from the organizations participating in the exercise, and discussed and validated during the AAM.

For this Exercise, a brief AAR/IP will be produced by the Communications and Technology Ministry of the Florida Baptist Disaster Relief, and made available via the world wide web.

## PARTICIPANT INFORMATION AND GUIDANCE

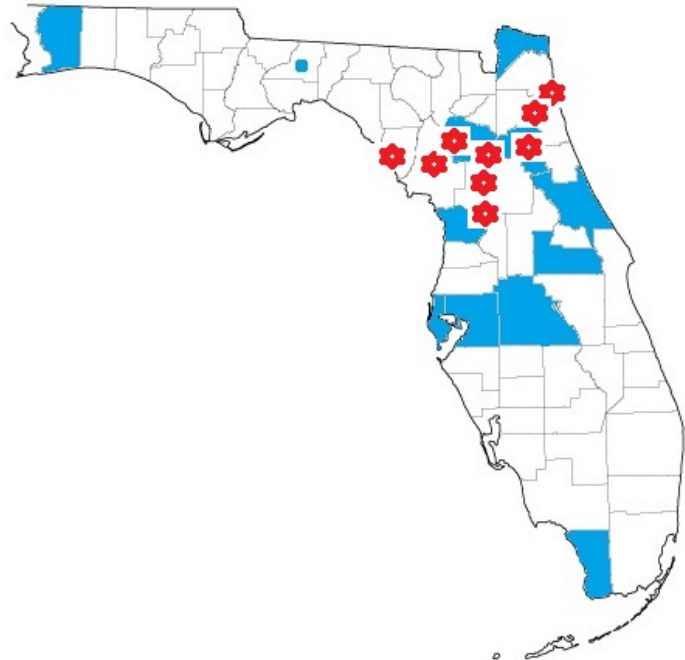
### Exercise Scenario

“On Friday March 19<sup>th</sup>, 2021, beginning at 7 AM, a series of devastating tornadoes were created in super-cells associated with a fast-moving cold front with a massive temperature gradient. Tornadoes caused massive infrastructure damage in a band across the state of Roflida, roughly stretching from SteinKey, Roflida across to St. Florentine, Roflida.

Multiple power generation systems from Peat Electric, Mercerville Regional Utilities, St. Jim County Utilities, St. Florentine City Utilities, and Roflida Power and Light are severely impacted with significant loss of generation and distribution of electrical power.

I-05 was damaged in multiple locations, creating massive traffic snarls and restricting the flow of supplies.

An estimated 270,000 persons were rendered temporarily homeless by structural damage and an estimated 1.9 million were without power by 4 PM Friday March 19<sup>th</sup>.



Roflida Div. of Emergency Management was fully activated as well as EOCs across all affected counties, working to provide adequate shelter, food and water distribution points of distribution to the citizenry. A large number of ICS responses were stood up, and request was made to the Governor of Roflida to institute Area Command for better coordination. Multiple county trunked radio systems (primarily towers) were damaged leading to delays in public service communications. Multiple EOCs called upon ARES® volunteers to staff shelters, fire stations, and other essential county service locations and assets as a result of the trunking systems failures.

At Noon, Roflida Baptist Disaster Relief trailers began deployment to Johnsonville, Roflida and arrived in the early afternoon (March 19) to begin providing disaster response services to the surrounding area.

At 1308 EST on Friday March 19, 2021, a massive blast occurred at an NT&T central switching site in Johnsonville, on the northeast coast of Roflida, causing a cascade of

communications difficulties on top of the exiting public service radio system issues. A cascading series of public switched telephone network failures brought 911 systems and internet connectivity to a crawl for the northeast corner of Roflida, including damage to the SuperNet (emergency response cell-based network) and other cell phone systems associated with NT&T.

RDEM has requested activation of the Southeast Region SHARES network for additional communications support, and portions of the North Roflida ARES® volunteer communications systems, and detailed status reports from all affected EOCs, counties, and utilities by any means possible, to assist Area Command. “

## Exercise Rules

- The following general rules govern exercise play:
- In general, cell phones and cell-phone based navigation are not allowed during the Exercise. Paper maps!
- Real-world emergency actions take priority over exercise actions.
- Exercise players will comply with real-world emergency procedures, unless otherwise directed by the control staff.
- All communications (including written, radio, telephone, and e-mail) during the exercise will begin and end with the statement TEST EXERCISE MESSAGE or similar.

## Players Instructions

Players should follow certain guidelines before, during, and after the exercise to ensure a safe and effective exercise.

### Before the Exercise

Review appropriate organizational plans, procedures, and exercise support documents.

Leadership for each participating group should provide The Controllers with information on proposed frequency assignments or corrections to suggested ICS-205 entries. (Please carefully study Appendix A, Exercise Schedule)

### During the Exercise

Respond to exercise events and information as if the emergency were real, unless otherwise directed by an exercise controller.



Controllers will give you only information they are specifically directed to disseminate. You are expected to obtain other necessary information through existing emergency information channels.

**Media:** If you are asked an exercise-related question, give a short, concise answer. If you are busy and cannot immediately respond, indicate that, but report back with an answer as soon as possible.

If you do not understand the scope of the exercise, or if you are uncertain about an organization's participation in an exercise, ask a controller.

Parts of the scenario may seem implausible. Recognize that the exercise has objectives to satisfy and may require incorporation of unrealistic aspects. Every effort has been made by the exercise's trusted agents to balance realism with safety and to create an effective learning and evaluation environment.

All exercise written communications will begin and end with the statement “**This is an exercise.**” (or similar); voice radio communications will include this at least as often as identifications. This precaution is taken so that anyone who overhears the conversation will not mistake exercise play for a real-world emergency.

Speak when you take an action. This procedure will ensure that evaluators are aware of critical actions as they occur.

**Maintain an ICS-214 log of your activities.** Many times, this log may include documentation of activities that were missed by a controller or evaluator.

## **After the Exercise**

Participate in the Hot Wash at your venue with controllers and evaluators.

Complete the Participant Feedback Form. This form allows you to comment candidly on emergency response activities and exercise effectiveness. Provide the completed form to a controller or evaluator. (This will be a Google Form)

Provide any notes or materials generated from the exercise to your controller or evaluator for review and inclusion in the AAR.

## **Simulation Guidelines**

Because the exercise is of limited duration and scope, certain details will be simulated. The physical description of what would fully occur at the incident sites and surrounding areas will be relayed to players by simulators or controllers.

## Appendix A: Exercise Schedule

First Due Date	Personnel	Activity	Location
On or before March 1, 2021	Leadership from participating organizations	<p>Each participant organized group (SHARES, FDEM, FBDR, ARES® including county EC or other leadership, section NFL, etc) should plan their</p> <ul style="list-style-type: none"> <li>-frequency,</li> <li>-advertisement,</li> <li>-invitation and</li> <li>-promotion techniques,</li> </ul> <p><b>and any internal group deployments (e.g., to home or shelter or county asset or simulated shelter locations), preferably in discussion with their Emergency Manager</b> by March 1, 2021</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>and submit a brief synopsis in simple text format to the Exercise Director via email:  <a href="mailto:docvacuumtubes@gmail.com">docvacuumtubes@gmail.com</a>                      by March 2, 2021.</p> </div>	Forward planning information to docvacuumtubes@gmail.com

**Exercise Plan (ExPlan)**

Second Due Date	Personnel	Activity	Location
On or before Noon, March 10, 2021	Leadership from participating organizations	<p>Each group planning organized radio communications will forward a <u>proposed ICS-205 for their group, and a <b>completed ICS-205A</b> giving contact information for significant personnel</u> to a central Exercise <u>COML (To Be Determined)</u> by Noon, March 10, 2021 c/o <a href="mailto:docvacuumtubes@gmail.com">docvacuumtubes@gmail.com</a></p> <p>The information on these forms will be used to make <b>exercise injects</b> to involved groups and should include</p> <ul style="list-style-type: none"> <li>- frequencies, modes</li> <li>- alternates</li> <li>- leadership contacts, including call signs, names, phone numbers, emails (and winlink emails if possible)</li> </ul> <p>IF YOUR GROUP WILL UTILIZE LOCAL NETS TO HANDLE DEPLOYED PERSONNEL BE CERTAIN TO INDICATE THAT ON YOUR SUBMITTED ICS-205</p> <p>SEE ATTACHED APPENDIX D for representative Forms</p>	Forward planning information to <a href="mailto:docvacuumtubes@gmail.com">docvacuumtubes@gmail.com</a>

**Exercise Plan (ExPlan)**

<b>Final Exercise Materials Date</b>	<b>Personnel</b>	<b>Activity</b>	<b>Location</b>
Saturday March 13 2021	Exercise Director	Final Exercise Documents including group ICS-205 / ICS-205A document(s) will be sent by email to all known participant groups.	By email to all known participants
Saturday March 13 2021	All group leaders	Discuss with your agency / leadership your choice of how to respond to the Situation Reports. Fill out your initial reports for Objectives 4.2 and 5.1/5.2 as appropriate.	At your agency or group.
Saturday March 13, 2021	All group leaders	Go over the Survivor Message Form and be sure you understand how to have copies <u>filled in at your location</u> to provide simulated outbound messages for transmission. <b>You may wish to go ahead and have members fill some of these out.</b> Be certain that addressee email and phone number are provided.	At your group

<b>Exercise Date / Time</b>	<b>Personnel</b>	<b>Activity</b>	<b>Location</b>
Friday March 19 2021 7PM	All participants	<p><b><u>ANTENNA</u></b>            Each group is encouraged to begin the exercise with any suitable antennas normally present at their location, <b>but if in a deployed position, to have already erected suitable antennas.</b></p> <p>ALL groups are warned to be ready to erect replacement antennas as Injects are likely to indicate that existing antennas are unusable.</p>	Exercise participant location.

**Exercise Plan (ExPlan)**

Exercise Date / Time	Personnel	Activity	Location
Friday March 19 2021 at or before 7 PM	All participants	<p><b><u>EMERGENCY POWER</u></b>                      Each group is encouraged to begin the exercise either on emergency power (<b>including lighting</b>) or to be ready to move expeditiously to emergency power if Injects down their existing power.</p> <p>Note: participants working from their home locations should be ON or prepared to go to full EMERGENCY POWER for all radio communications including lighting.</p>	Exercise participant location.
<p><b>EXERCISE SESSION ONE: 7PM – 7:45 PM</b></p> <p><b>Note: Typically groups are left relatively unscathed in the 1<sup>st</sup> Session and merely have to deal with their own equipment and training issues....be ready for things to fail that you didn't expect!</b></p>			
Friday March 19 2021 7 PM	Leadership of each group.	<p><b><u>Initiate Net Control</u></b>                      Leadership constitute Command Nets and Resource Net(s) as assigned and commence activities.</p> <p>NOTE                      For the entire exercise there will be Resource and Command Nets on HF frequencies. However, if a local group has deployed assets within their county, VHF control would be more appropriate locally, and information should have been provided within their ICS-205 planning materials submitted earlier; such local nets are expected and encouraged, but be certain to have representation in the Exercise HF net.</p>	Exercise participant location
Friday March 19 2021 7 PM	Non-leadership participants without any other assignment	<p><b><u>Check into Nets</u></b>                      Check into assigned HF Resource Net (if extant) and receive information and assignment. If unable to locate Resource Net, check into applicable Command Net.</p>	Exercise participant location

**Exercise Plan (ExPlan)**

Exercise Date / Time	Personnel	Activity	Location
	Participants with data communications capability	<p><b><u>Data Communications Status Report</u></b>                      Each participant or group capable of data communications (e.g. WINLINK, JS8, cellular data, satellite) will test all possible data communications systems beginning at 7 PM and send a formal STATUS REPORT (per Objective 5.1/5.2) denoting their (fictitious) status, with the proviso “THIS IS AN EXERCISE” prominently displayed. <b>See Objectives 5.1/5.2 for details of the status report and observe examples in Appendix D.</b></p> <p>Note: participants may request a brief exit from Resource or Command Net as appropriate if another operator is not available to conduct this activity but attempt to conclude within 15 minutes.</p> <p>Note: Local groups standing up local nets will typically move traffic in steps from deployed volunteers to county-level, and then onward, or may move traffic direct from deployed assets as appropriate.</p>	

**Exercise Plan (ExPlan)**

Exercise Date / Time	Personnel	Activity	Location
	Participants without data communications capability	<p><b><u>Voice Status Report</u></b>            Send via voice communications a formal STATUS REPORT denoting their (fictitious) status, with the provision “EXERCISE MESSAGE” prominently displayed. <b>See Objective 4.2 for specific information on the form to be used and Appendix D for examples.</b>            Participants may use any voice protocol suitable for their communications system (e.g., Radiogram, ICS-213, etc).</p> <p>Note: Local groups standing up local nets may choose to move traffic in steps from deployed volunteers to county-level, and then onward, or may move traffic direct from deployed assets as appropriate.</p>	
	Participants from service organizations that are public facing (e.g., shelters, feeding stations, etc) who have no specific prohibition from their agency structure to process messages from the public should practice this technique during this exercise. (But check with their Agency before proceeding in an incident!).	<p><b><u>Collect Survivor Messaging</u></b>            Each group capable of data communications and assigned to a location facing the public, will begin to <b>capture in written form, multiple</b> simulated survivor messages from friends, family, or participants themselves, to be delivered to known relatives.<sup>17</sup></p>	

17 NOTE: *This means you will have volunteers or nearby persons literally fill out simulated survivor messaging forms, to give you practical experience at this activity. See the suggested Form in Appendix D; you may use this or any suitable form. Messages must either be marked TEST EXERCISE or otherwise be of a personal and*

**Exercise Plan (ExPlan)**

Exercise Date / Time	Personnel	Activity	Location
<b>EXERCISE SESSION TWO: 7:45-8:30 PM EST</b> <b>Things May Get More Interesting!</b>			
Friday March 19 2021 7:45 PM	All leadership or participants who have received sealed envelopes.	<b>Open Session Two sealed envelope to learn INJECT(s) for Session Two and take appropriate action.</b>	Dispersed
	Participants with Survivor Messages	Groups or participants who have accumulated Survivor Message forms should begin to forward those messages for delivery by any useful combination of data and (optionally) voice techniques. Record transmissions on ICS-309 form.	Dispersed
	All participants	<b>Remain alert for possible additional INJECTS delivered by voice or data; remain available as much as possible on Command or Resource Net, and check any incoming data communications systems listed for your group on the Exercise ICS-205A You will want to check any Winlink address at least every 30 minutes.</b>	
<b>EXERCISE SESSION THREE: 8:30 -8:59 PM EST</b>			
Friday March 19 2021 8:30 PM	All leadership or participants who have received sealed envelopes.	<b>Open Session Three sealed envelope to learn INJECT(s) for Session Two and take appropriate action.</b>	Dispersed
Friday March 19 2021 8:30 PM	All participants	Remain alert for possible additional INJECTS delivered by voice or data; remain available as much as possible on Command or Resource Net, and check any incoming data communications systems listed for your group on the Exercise ICS-205A	Dispersed

non-concerning nature.



## Exercise Plan (ExPlan)

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Hotwash	Personnel	Activity	Location
Friday March 19, 2021, 9PM-9:30 PM	All Participants	Participate if possible in brief post-Exercise Hotwash.	ZOOM URL to be determined.

## Appendix B: Exercise Participants

Participating Organizations
<b>Federal</b>
SHARES leadership and volunteers
<b>State</b>
Expected participation by FDEM communications personnel (awaiting confirmation)
<b>NGO</b>
Florida Baptist Disaster Relief, Communications & Technology Ministry
<b>Local</b>
North Florida Amateur Radio Club (NFARC) / Alachua County ARES(R)
Alachua County Emergency Management (expected, awaiting confirmation)
Flagler County ARES(R)
Flagler County EM (in consideration)
Santa Rosa County ARES(R)
North Florida Section Emergency Coordinator (confirmed)
Possible additional ARES® /County EM groups

## Appendix C: Communications Plan

### INCIDENT RADIO COMMUNICATIONS PLAN ICS-205

INCIDENT RADIO COMMUNICATIONS PLAN (ICS-205)										
<b>1. Incident Name:</b> 2021 Blow Twice EXERCISE			<b>2. Date/Time Prepared:</b> Date: Feb 09 Time: 0800 LOCAL				<b>3. Operational Period</b> Date From: MAR 19 Date To: MAR 19 Time From: 1900EST Time To: 2100EST			
<b>4. Basic Radio Channel Use:</b>										
Zone Grp.	Ch #	Function	Channel Name / Trunked Radio System Talkgroup	Assignment	RX FREQ N or W	RX TONE E / NAC	TX FREQ N or W	TX TONE E / NAC	Mode (A, D, or M)	Remarks
	1	Resource Net	RES1	Ham	3.815 LSB	None	3.810 LSB	None	A	Resource check-in net
	2	Resource Alternate	RES2	Ham	1.945 LSB	None	1.940 LSB	None	A	Alternate for Resource check-in net
	3	Command Net	COM1	Ham	3.995 LSB	None	3.995 LSB	None	A	Command Net
	4	Command alternate	COM2	Ham	1.965 LSB	None	1.965 LSB	None	A	Alternate for Command Net
	5	SHARES	SBF0	SHARES	SBF0	None	SBF0	None	A/D	SHARES Command primary
		SHARES alternate	SBK0	SHARES	SBK0	None	SBK0	None	A/D	SHARES Command secondary
	6	Winlink	WIN	ALL	TBD	None	TBD	None	D	Per WINLINK RMS Channels for appropriate service
	7	Interop		All	TBD	None	TBD	None		Interoperability
	8	PSK Data	PSK	Ham	3.560 USB	None	3.560 USB	None	D	(use any offset within passband)
	9	JS8 Data	JS9	Ham	3.578 USB	None	3.578 USB	None	D	(use any offset within passband)
<b>5. Special Instructions</b>										
<ul style="list-style-type: none"> <li>• Use Channel Name to identify frequencies if moving from interference.</li> </ul>										
<b>6. Prepared By</b> (Communications Unit Leader) Name <b>Gordon Gibby KX4Z</b> Signature /s/										
<b>ICS 205</b>				<b>IAP PAGE</b>				<b>Date / Time Feb 09 0800</b>		

GLG 5/2018

## **Appendix D: Suggested Forms & Usage Examples**

Groups or participants may utilize these suggested forms or any suitable replacement.

Note that the Winlink auto-generated ICS-309 may be submitted as all or part of the required ICS-309 communications logging.

## SHARES SPOTREP-2 Ver 9.5

(word-processor reproduction)

*(Suggested for usage by deployed Individual Resource Units)*

Date/Time	
From	
TO:	
CC:	
1 City / State / Territory:	
2. Landline Works	Yes__ No__ Unknown/NA__ Comment:
3. Cell Phone Works	Yes__ No__ Unknown/NA__ Comment:
4. AM/FM Broadcast Stations Status	
5. TV Stations Status	
6. Public Water Works Status	
7. Commercial Power Status	
8. Internet working	Yes__ No__ Unknown/NA__ Comment:
Additional Comments (Brief summary of current situation, expected outage times, major observations, etc)	
POC:	

<b>GENERAL MESSAGE</b>		
TO: JOHN JONES		POSITION: Meritorious County EM
FROM: SUE SMITH		POSITION: RADO SHELTER #1
SUBJECT: <b>SHARES SPOTREP-2</b>		DATE: MAR 19 2021      TIME: 1900 LOC
MESSAGE:		
<p>REPORTING BAYVILLE ROFLIDA SHELTER #1. LANDLINE NO SOUND. CELLPHONES NO DIAL TONE. ONE AM STATION ON EMERGENCY POWER. NO TV STATIONS. WATER PRESSURE REDUCED, UNKNOWN PURITY. NO COMMERCIAL POWER. NO INTERNET. ADDITIONAL COMMENTS: 219 SHELTER RESIDENTS, NONE ILL OR INJURED, ADEQUATE PORTABLE TOILETS BUT LIMITED FOOD SUPPLIES SUFFICIENT ONLY FOR 6 MORE HOURS. POINT OF CONTACT SUE SMITH ON MERITORIUS COUNTY ARES VHF COMMAND NET..</p>		
SIGNATURE: SUE SMITH		POSITION: RADO VOLUNTEER SHELTER #1
REPLY:		
DATE:	TIME:	SIGNATURE/POSITION:

**EXAMPLE OF SHARES SPOTREP-2 FORMAT SENT AS AN ICS-213**

# Agency Situation Report

Incident/ Event Name:		Agency or Group Reporting:	
Date		Time:	Task No.
Prepared by:	Name	Dept/Agency	Contact Number

**Current Situation:** What is currently occurring within the area of responsibility for the Section/Function?

Percent of Electrical Services Operational (0-100):

Households without safe water:

Status of Broadcast Communications (describe):

Number of Persons in Shelters:

Number of Personals Hospitalized:

**Outstanding Issues/Challenges:** What issues within the current operational period still need to be resolved?

**Anticipated Priorities/Activities:** What will the Section/Function priorities be during the next operational period?

**Other Comments/Issues:** Are there any public information (media), safety or other issues that need to be reviewed?

Distribution:            State\_\_            City\_\_            Planning\_\_            Other: \_\_\_\_\_

<b>GENERAL MESSAGE</b>		
TO: JOHN JONES		POSITION: ROFLIDA DIV EMERGENCY MGT SUPERVISOR
FROM: SUE TERRANCE		POSITION: MERITORIOUS COUNTY EM
SUBJECT: MERITORIOUS COUNTY SITUATION REPORT		DATE: MAR 19 2021      TIME: 1930LOC
MESSAGE:		
<p>CURRENT SITUATION. MULTIPLE TORNADO TOUCHDOWNS. 35 PERCENT ELECTRICAL SERVICES OPERATIONAL. 90 PERCENT HOUSEHOLDS WITHOUT SAFE WATER.. ONE REMAINING COMMERCIAL BROADCAST RADIO AM.. NO REMAINING TELEVISION BROADCAST. 1300 PERSONS IN SHELTERS. HOSPITAL OCCUPANCY 776 OR 120 PERCENT OF NORMAL CAPACITY.</p> <p>OUTSTANDING ISSUES. PUBLIC SERVICE TRUNKING SYSTEM OVERLOADED. PUBIC TELEPHONE SYSTEM OVERLOADED. 911 CENTER MARGINAL FUNCTION.</p> <p>ANTICIPATED PRIORITIES AND ACTIVITIES. PROVIDING FOOD WATER TO SHELTERS AND OPENING THREE ADDITIONAL SHELTERS, MOVING BACKUP GENERATORS TO ESSENTIAL FACILITIES.</p> <p>OTHER COMMENTS. ICS 213 RESOURCE REQUEST IMMINENT..</p>		
SIGNATURE: SUE TERRANCE		POSITION: MERITORIOUS COUNTY EM
REPLY:		
DATE:	TIME:	SIGNATURE/POSITION:

**EXAMPLE OF AGENCY SITUATION REPORT  
TRANSMITTED BY VOICE AS AN ICS-213**



# WINLINK INCIDENT STATUS REPORT

INCIDENT STATUS REPORT		
<a href="#">Setup</a>	<a href="#">Click to add your page to your group</a>	<a href="#">Form Info</a>
<a href="#">Load Incident Status data</a>		
1. Incident Name: <input type="text"/>	2. WebEOC Incident (as applicable): <input type="text"/>	
3. Incident Date/Time: <input type="text"/>	4. Report Version (Check one): <input checked="" type="radio"/> Initial <input type="radio"/> Update <input type="radio"/> Final	
5. Type of Incident (Check all that apply):		
<input type="checkbox"/> Severe Storm/Flood	<input type="checkbox"/> Pre-Planned Event	<input type="checkbox"/> HAZMAT
<input type="checkbox"/> Severe Winter Weather	<input type="checkbox"/> Dam/Levee	<input type="checkbox"/> Utility Disruption
<input type="checkbox"/> Public Health	<input type="checkbox"/> Active Threats/Civil Disturbance	<input type="checkbox"/> Earthquake
<input type="checkbox"/> Fire	<input type="checkbox"/> Aircraft Disaster	<input type="checkbox"/> Other (Specify): <input type="text"/>
6. Situation Summary as of Time of Report		
<input style="width: 100%; height: 20px;" type="text"/>		
7. Future Outlook/Goals/Needs/Issues:		
<input style="width: 100%; height: 20px;" type="text"/>		
8. County Emergency Operations Center (EOC) Status (Check one):		
<input checked="" type="radio"/> Closed	<input type="radio"/> Activated Hours of Operation: <input type="text"/>	<input type="radio"/> Monitoring (minimal staffing) Hours of Operation: <input type="text"/>
9. Local Disaster Declaration Status (Check one):		
<input checked="" type="radio"/> No declaration/Declaration not anticipated	<input type="radio"/> Declaration anticipated	<input type="radio"/> Local disaster declaration Date/time of declaration: <input type="text"/>
10. Number of Confirmed Incident Injuries: <input type="text"/>	11. Number of Confirmed Incident Fatalities: <input type="text"/>	
12. Number and Location(s) of Shelters Established:		
<input style="width: 100%; height: 20px;" type="text"/>		
13. Have Evacuations Been Implemented?		
<input checked="" type="radio"/> No/None anticipated	<input type="radio"/> Yes (If yes, describe):	<input type="radio"/> Evacuations anticipated (Describe):
	<input style="width: 100%; height: 20px;" type="text"/>	
14. Date/Time of Report: <input type="text"/>	15. Report Submitted By: <input type="text"/>	16. Contact Info: <input type="text"/>
<a href="#">Save Incident Status data</a> <a href="#">Submit</a> <a href="#">Reset Form</a> Version 2.3		

<b>GENERAL MESSAGE</b>		
<b>TO:</b> JIM JONES	POSITION: ROFLIDA DIV EMERGENCY MANAGEMENT	
<b>FROM:</b> SUE TERRANCE	POSITION: MERITORIUS COUNTY EM	
<b>SUBJECT:</b> WINLINK INCIDENT STATUS REPORT EXERCISE 2021 WHIRLWIND BOOM	<b>DATE:</b> MAR 19 2021	<b>TIME:</b> 1930 LOC
<b>MESSAGE:</b>		
<p>INCIDENT TYPE: OTHER, MULTIPLE TORNADO TOUCHDOWN.            SITUATION SUMMARY: MASSIVE LOSS OF ELECTRICAL AND WATER AND COMMUNICATIONS SYSTEMS AND DAMAGE TO APPROX 35 PERCENT OF COUNTY HOUSING. HOSPITAL AT 120 PERCENT CAPACITY.            FUTURE: NEED EMERGENCY GENERATORS, CELL COWS, TRIAGE TEAMS, SEARCH AND RESCUE, FOOD AND WATER SUPPLIES FOR SHELTERS.            EOC: ACTIVATED            MERITORIUS COUNTY DISASTER DECLARED 1830 LOCAL            INCIDENT INJURIES ESTIMATED 1800            INCIDENT FATALITIES ESTIMATED 57            14 SHELTERS OPENED WITH THREE MORE ANTICIPATED, ALL AT LOCAL ELEMENTARY, MIDDLE OR HIGH SCHOOLS.            EVACUATION OF THREE ASSISTED LIVING FACILITIES AND ONE HOTEL ARE UNDERWAY..</p>		
<b>SIGNATURE:</b> SUE TERRANCE	<b>POSITION:</b> MERITORIOUS COUNTY EMERGENCY MANAGER	
<b>REPLY:</b>		
<b>DATE:</b>	<b>TIME:</b>	<b>SIGNATURE/POSITION:</b>

**EXAMPLE OF WINLINK INCIDENT STATUS REPORT  
DELIVERED AS ICS-213**

## Suggested Survivor Messaging Form

(Groups may use this as a public input form or design a suitable one of their own choosing.)

<p><b>OUTGOING MESSAGE TO LOVED ONES</b>  <b>VIA</b> _____  <i>(insert name of response organization)</i></p>	
<p>MESSAGES MUST HAVE AT LEAST EMAIL ADDRESS          -or- PHONE NUMBER FOR DELIVERY</p>	
<b>FROM:</b>	<i>PRINT YOUR FIRST NAME   LAST NAME below:</i>
<b>DATE:</b>	<i>MONTH DAY, YEAR below:</i>
<b>INCIDENT:</b>	<i>GENERAL NAME OF INCIDENT below:</i>
<b>TO:</b>	<i>PRINT PERSON ADDRESSED TO below:</i>
	<i>PRINT EMAIL ADDRESS below:</i>
	<b><i>REPEAT PRINT EMAIL ADDRESS</i></b>
	<i>PRINT <b>PHONE NUMBER</b> INCLUDING AREA CODE ()</i>
<b>MESSAGE</b>	PRINT MESSAGE TO SEND (MAX 100 WORDS) IN LINES BELOW:
TEST EXERCISE MESSAGE	
<p style="text-align: center;">MESSAGE CREATOR ACKNOWLEDGES THAT ACCURACY OR EVEN DELIVERY IS              NOT GUARANTEED THERE IS NO CHARGE FOR THIS SERVICE DONE BY              VOLUNTEERS.  <b>DO NOT PUT EMBARRASSING OR PRIVATE DETAILS AS THIS MESSAGE WILL              NOT BE ABLE TO BE KEPT CONFIDENTIAL.</b></p>	

Amateur Radio "Radiogram"							
NR	PRECED	HX	Stn of Origin	Check	Place of Origin	Time Filed	Date Filed
133	R		K4AAA	17	NEWTOWN		MAR 19
<p>Addressed TO: _____</p> <p><u>TOM JONES</u> _____</p> <p>_____</p> <p>_____</p> <p>Message Received At:</p> <p>Station: _____ Phone: _____</p> <p>Name/Addr: _____</p> <p>_____</p> <p>_____</p> <p>email <u>TJONES12@GMAIL.COM</u> _____</p> <p>phone <u>123 456 7891</u> _____</p> <p>&lt;BT&gt;</p> <p>TEST EXERCISE MESSAGE X TRYING OUT THIS HAM RADIO NETWORK</p> <p>X HOPE THIS MESSAGE FINDS YOU WELL</p> <p>&lt;BT&gt;</p> <p>SIGNATURE: _____ <u>SUE SMITH</u> _____</p>							
RCVD FROM		DATE		TIME	SENT TO	DATE	
TIME							

**EXAMPLE OF A SURVIVOR MESSAGE  
TRANSMITTED AS AN ARRL RADIOGRAM**

Enter a new message

Close Select Template Attachments Post to Outbox Spell Check Save in Drafts

From: KX4Z Send as: Winlink Message  Request message receipt Set Defaults

To: LUTHER\_WILLIS;

Cc:

Subject: FOOD STORES REQUEST

Attach:

FOOD PREPARATION WENT WELL TODAY WITH 14000 MEALS PROVIDED.  
WE ARE IN NEED OF THE FOLLOWING ADDITIONAL STORES:

2 PALLETS OF #10 CANS VEGETABLES  
1 PALLET OF BEEF STEW OR EQUIVALENT  
1 PALLET OF #10 CANS FRUIT MEDLEY

PLEASE ADVISE WHEN THESE CAN BE DELIVERED. ALSO PLEASE ARRANGE A PROPANE REFILL AS  
OUR TANK IS NOW APPROXIMATELY HALF EMPTY.

M CORBIN LOGISTICS

**EXAMPLE OF EMAIL DATA RESOURCE REQUEST FOR AN  
NGO**

### ICS-205A

<b>1. Incident Name:</b> <b>2021 Whirlwind Boom</b>	<b>2. DATE / TIME PREPARED:</b> Date: Feb 15 2021  Time: 0500 EST	<b>3. OPERATIONAL PERIOD</b> Date From: Mar 19 2021 Time From: 1800 EST Date TO: Mar 19 2021 Time TO 2200 EST:
<b>3. Basic Local Communications Information:</b>	Participants will be BUSY. Important back-channel communications may be best via texting or direct cell phone connections.	
Incident Assigned Position	Name (Alphabetized)	Method(s) of Contact (phone, pager, cell, etc.)
Exercise Director	Gordon Gibby KX4Z NCS521	352 246 6183 docvacuumtubes@gmail.com
Roflida Div Emergency Mgt	RDEM	RDEM@WINLINK.ORG
<b>4. Prepared by:</b> Name: <u>G Gibby vol</u> Position/Title: _____ Signature: <i>s</i>		
<b>ICS 205A</b>	<b>IAP Page</b> _____	Date/Time: Feb 15 0500_____

<b>COMM LOG ICS 309- SCCo ARES/RA CES</b>	1. Incident Name and Activation Number	2. Operational Period (Date/Time)  From: _____ To: _____
	3. Radio Net Name (for NCOs) or Position/Tactical Call	4. Radio Operator (Name, Call Sign)

<b>5. COMMUNICATIONS LOG</b>					
Time (24:00)	FROM		TO		Message (INDICATE IF SURVIVOR MESSAGE)
	Call Sign/ID	Msg #	Call Sign/ID	Msg #	

## ACTIVITY LOG (ICS 214)

<b>1. Incident Name:</b>		<b>2. Operational Period:</b> Date From:                          Date To:	
		Time From:    Time To:	
<b>3. Name:</b>		<b>4. ICS Position:</b>	<b>5. Home Agency (and Unit):</b>
<b>6. Resources Assigned:</b>			
Name	ICS Position	Home Agency (and Unit)	
<b>7. Activity Log:</b>			
Date/Time	Notable Activities		
<b>8. Prepared by:</b> Name: _____ Position/Title: _____ Signature: _____			
<b>ICS 214, Page 1</b>		Date/Time: _____	