WEST ROCKINGHAM
AMATEUR RADIO EMERGENCY SERVICE
COMMUNICATION PLAN

K1WRK

August 1, 2004
Revision 5 July 26, 2008

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Document Origin - 08-01-2004

Revision 1 - 10-28-2004:
Modify Attachments A, C, D, E

Revision 2 - 12-13-2004:
Insert paragraph 1.7, 6.9, 6.10, 6.11, 7.10, 7.11, 7.12
Modify paragraph 2.3, 3.1, 3.4, 4.5, 4.7, 7.8, 7.9
Modify Attachment A

Revision 3 - 01-20-2006:
Modify Attachment E

Revision 4 - 09-17-2007:
Modify Attachment E

Revision 5 - 07-26-2008:
Modify Attachment A

WEST ROCKINGHAM
AMATEUR RADIO EMERGENCY SERVICE
COMMUNICATION PLAN

1. INTRODUCTION

1.1 The Amateur Radio Emergency Service (ARES) is composed of FCC-licensed Amateur Radio operators who have voluntarily registered their capabilities and equipment for public service communications duty and have been trained as communicators in public service emergency communications.

1.2 As mandated by federal regulations, Amateur Radio public service communications are furnished without compensation of any kind.

1.3 The West Rockingham Emergency Coordinator (EC) is the ARES communicator that has responsibility for the regional emergency organization.

1.4 West Rockingham ARES functions under this Emergency Plan at the direction of the West Rockingham Emergency Coordinator (EC), who is appointed by the ARRL New Hampshire Section Emergency Coordinator (SEC).

1.5 The EC may appoint assistant ECs (AECs) as needed for the ARES to function efficiently.

1.6 West Rockingham Amateur Radio Emergency Service shall be known as West Rock ARES in this plan.

1.7 ARES® is a registered trademark of the Amateur Radio Relay League (ARRL).

2. PURPOSE

2.1 The purpose of this plan is to provide a written guide containing the minimum information that would be needed in an incident. Each Incident is different and flexibility to provide an adequate response to each is a necessity.

2.2 The primary responsibility of West Rock ARES is to furnish communications in the event of a disaster when regular communications fail or are inadequate and to supplement existing systems.

2.3 West Rock ARES provides a weather spotter network to the National Weather Service (NWS) Skywarn program.

2.4 Drills, training and instruction shall be carried out to ensure readiness to respond quickly in providing effective amateur emergency communications whenever an occasion may arise.

3. ACTIVATING THE PLAN

3.1 In an incident in which Amateur Radio might serve the community, West Rock ARES leadership may be alerted by any town Emergency Manager, city Emergency Manager, NH Bureau of Emergency Management, Red Cross, National Weather

Service (NWS) or other served agency. See Attachment A for the management team. The EC, or designated AEC, may call up ARES members by activating the telephone tree and/or initiating an emergency net.

3.2 Any member of West Rock ARES who for any reason suspects a communications emergency exists should monitor the assigned net frequency for activity.

3.3 Whenever severe weather conditions exist, all members of West Rock ARES should monitor the assigned net frequency for activity. West Rock ARES leadership will activate a Skywarn Net at the top of the even hours preceding forecasted severe weather. Its purpose will be to collect weather data and determine the schedule and format for the next net. Skywarn nets may be scheduled at more frequent intervals as conditions indicate.

3.4 Upon activation for a communications emergency or weather event, members of West Rock ARES will call Net Control on the primary frequency (see Attachment C) unless directed otherwise during call up. Members check into the net from their mobiles and home stations to await further instructions.

3.5 As directed by NCS, members will switch to or remain on the assigned frequency unless reassigned by Net Control. Should the repeater fail, members should stand-by on the repeater output frequency awaiting re-assignment to a new frequency from Net Control, or as relayed by Net Control from another station. Members are not to switch frequencies unless instructed to do so.

3.6 West Rock ARES members will report to their assigned post or location and advise Net Control of their arrival and status.

4. FREQUENCY ASSIGNMENT

4.1 The 2 Meter band is the primary band utilized by the West Rock ARES organization. Both repeater and simplex frequencies are designated for local coordination, net and tactical activities. See Attachment C for voice frequencies.

4.2 The 70-centimeter band is used to provide specialized command and coordination operations. Additional simplex frequencies may also be used as needed for inter/intra-facility operations. See Attachment C for voice frequencies.

4.3 Some logistics frequencies are paired to allow the setup of temporary repeaters for extended local communications as necessary.

4.4 Weather Net operations take place as necessary between West Rock ARES and the National Weather Service Office in Taunton, Mass or Gray Maine.

4.5 Packet, PSK and APRS digital communications are utilized to send data from one location to another. Data may include, but are not limited to: station positioning, travel coordinates, sensitive traffic (not intended for voice), weather conditions, etc. See Attachment D for data frequencies.

4.6 Various statewide and regional frequencies may be used for many specific operations. These may include inter-district, weather, Bureau of Emergency Management, and other functions. See Attachment C for voice frequencies

4.7 Liaison stations to the following nets will be assigned, as necessary but not limited to: NHARES emergency net, 3.943 MHz (voice), 3.580 MHz (PSK) and the K1JY system.

5. SERVED AGENCIES

5.1 Communities served by West Rock ARES are listed in Attachment B.

5.2 Served agency facilities should consider installing 2 Meter and dual-band 2 meter/70 centimeter radios. Also, an APRS or Packet station should be included.

6. EMERGENCY NET OPERATIONS

6.1 The West Rockingham Emergency Net will be activated by the EC or an AEC.

6.2 An EC or AEC will assume net control or delegate another station as primary NCS.

6.3 An EC or AEC may delegate another station as secondary NCS.

6.4 Nets shall operate as directed nets using standard procedures and New Hampshire Section guidelines. See the emergency net procedure in Attachment E. Station-to-station transmissions are conducted only upon the direction of the NCS or if a station has EMERGENCY traffic.

6.5 The NCS is designated as a "Key Station" and will be extensively used during a communications emergency. Key Stations should have emergency power capability, if possible. Relief operators should be assigned to ensure continuous operation during all phases of an incident.

6.6 ARES nets are directed nets and will be treated accordingly. The authority of the NCS extends only to the operation of the net on the air. However, within this scope, and while the net is in session, the authority is absolute. It is the duty of the NCS to maintain strict discipline and adherence to standard operation procedures. The decision of the NCS is final and its instructions must be strictly complied with. The content of messages, message formatting, handling of the net, are not subjects to be discussed during net operations. Messages are passed and acknowledged during a net. Discussion of net procedures must be held after the business of the net is complete. It is not the job of the participants to second-guess the NCS actions. It is the job of the participants to follow NCS instructions.

6.7 See Attachment F for Repeater Outage Procedure.

6.8 See Attachment E for the Net Procedure.

6.9 The EC or AEC will contact the Interstate Repeater Society (IRS) repeater to change the repeater to "Net Mode" or "weather Mode" as appropriate.

6.10 Net Control will perform a roll call on the top of each hour to check on stations that have checked into the net. Additionally Net Control will call for new check-ins.

6.11 During a Net Control shift change the departing Net Control will provide the incoming Net Control with any outstanding business and the roll call list. The incoming Net Control will then call all stations on the roll call list to confirm the check-in.

7. OPERATIONS

7.1 All written third party messages must be in standard ARRL format.

7.2 All standard format messages must be signed by the official who originates them, with their title, taking responsibility for their contents.

7.3 Message precedences of EMERGENCY, Priority, Welfare, and Routine, as defined on ARRL Form FSD-3 (see Attachment Z), shall be used on all standard format messages.

7.4 Tactical information (such as damage reports) originated by Amateur Radio operators shall be recorded by the receiving station in a tactical message format.

7.5 When activated, members should expect to operate for extended periods (i.e. greater than one hour) and should be prepared to operate in shifts, if necessary. When activated, members should deploy as directed with the assumption that they must be completely self-sufficient. This means all necessary equipment, tools, food, clothing, etc., should either be brought with the operator or by another member of a team.

7.6 It should be noted that, above all, flexibility in operation should remain a top priority for all radio operators. Training and drills may cover only a small number of the problems that occur during an actual emergency. Operational capabilities on more than one band or mode and the ability to operate without commercial power for extended periods tend to become necessary features of radio operators during communication emergencies.

7.7 However, this does not mean an operator without some, or all, of these capabilities would be unusable. Operators may be teamed up with others, or work in shifts to enable around-the-clock operations.

7.8 At the conclusion of a communications emergency, every NCS involved will prepare a report detailing the events that occurred, operators that participated, and logs that were kept. It is recommended that each report consist of the Net Control Station log, chronology, agencies supported, and general comments. The report shall be turned into the EC within 5 days.

7.9 See Attachment G for Operator Station Log.

7.10 See Attachment I for Net Control Log.

7.11 See Attachment J for Radiogram.

7.12 The EC will maintain a list of active West Rock ARES members as Attachment H.

8. EMERGENCY CLASSIFICATION

8.1 **CLASS 1** A potential for a communication emergency exists. Members should monitor their local ARES net frequencies and NH ARES email reflector for activation and information on preparing for the anticipated condition.

8.2 **CLASS 2** An unusual condition or non-declared emergency exists that has caused state officials to declare a warning. All NH ARES members should monitor their local nets, NH ARES HF frequency and email for additional information on activation. The EC will initiate the district ARES net and NH ARES will initiate a statewide HF net. Members will be instructed to check in to their district ARES nets and be prepared to volunteer their service and resources. District ARES leadership will appoint a liaison to check into the statewide HF net. ARES may operate during a non-declared emergency or disaster, but should be prepared for operations to be assumed by BEM.

8.3 **CLASS 3** The highest state of alert. An emergency exists and the need for volunteer operators and radio resources will be requested. (Example; New Hampshire declares a "State of Emergency") BEM may choose to activate RACES. At this class of emergency, Management of resources is transferred to BEM.

9. DRILLS, TESTS, AND ALERTS

9.1 West Rock ARES will participate in the Simulated Emergency Test held annually and sanctioned by NH ARES and the NH ARRL Section.

9.2 West Rock ARES will regularly provide public safety communications in conjunction with local public service events, to test the effectiveness of the operation.

9.3 At the discretion of the EC, the West Rock ARES may be activated unannounced via the telephone tree one or more times per year.

9.4 Periodic ARES meetings will be held for the purposes of training members on policy, communications techniques, or served agency needs.

9.5 A weekly net will be called each Sunday on 146.850 pl 85.4 at 2030 hours to provide information and training on emergency communication.

10. MEMBERSHIP TRAINING

10.1 It is recommended that members strive to learn more about emergency communications and improve their emergency operating skills. Within one year of registering as a member of West Rock ARES, it is expected that each member will successfully complete the Level 1 ARRL Emergency Communications course.

10.2 Members should continue training on an ongoing basis in the following areas:

- General understanding of ARES and State communication plans
- Message formatting and traffic handling
- Equipment operation
- Emergency field equipment repairs
- Community Emergency Response Teams (FEMA courses)
- First aid (Red Cross courses)
- Incident Command System (FEMA courses)

10.3 Members should participate in local exercises in order to practice their emergency operating skills:

- Weekly emergency net operations
- Full scale drills and simulations, including the annual SET
- Communications support for public service events such as walk-a-thons and parades

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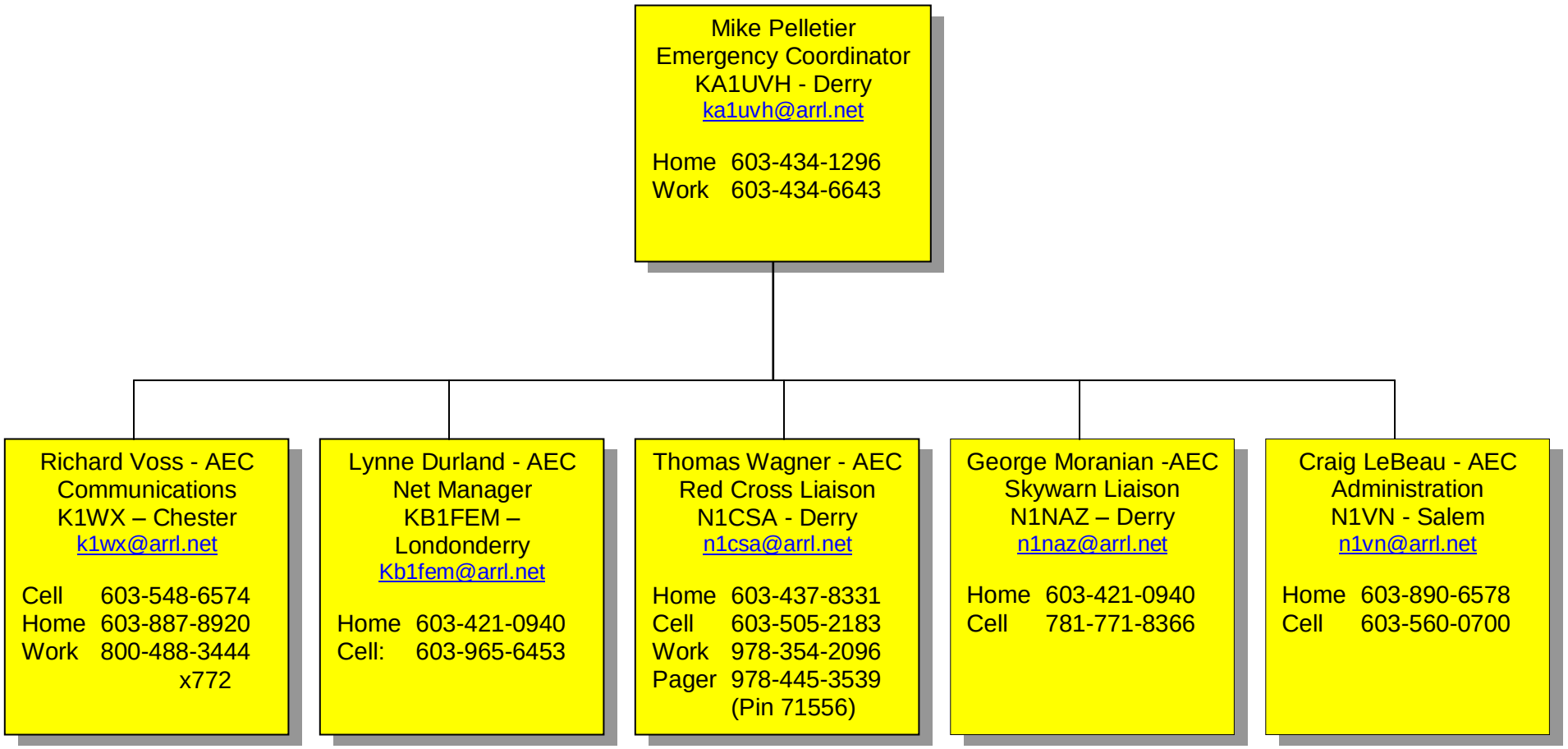
Attachment A

West Rockingham ARES Management Team



WEST ROCKINGHAM
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COMMUNICATION PLAN

Attachment B

West Rockingham ARES Communities Served

West Rockingham Towns
Atkinson
Auburn
Candia
Chester
Danville
Deerfield
Derry
Epping
Fremont
Hampstead
Londonderry
Northwood
Nottingham
Plaistow
Raymond
Salem
Sandown
Windham

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Attachment C

West Rockingham ARES
Frequency Plan
Voice Modes

West Rockingham ARES District

146.850	-	85.4	Ops-1	Primary frequency and Resource net
146.745	-	114.8	Ops-2	Derry operations
147.165	+	136.5	Ops-3	Salem operations
145.190	-	123.0	Ops-4	Alternate operations
147.450	s	100.0	Ops-5	Simplex
449.625	-	85.4		Command Use Only
224.460	-	85.4		Alt Command Use
446.375	-	88.5		Back-up command, Derry area
449.775	-	no PL		Back-up command, Salem area

440.550/445.550	100.0	Cross-band or in-band repeater operations

Adjoining ARES Districts *(Please refer to local area plans for specific information)*

Greater Manchester ARES

147.330	+	141.3	Net-1	Primary
146.685	-	136.5	Net-2	Secondary
147.375	+	88.5	Net-3	Secondary
147.330	s	141.3	Net-4	Simplex
147.540	s	100.0	Net-5	Simplex

Capital Area ARES

146.895	-	100.0		Primary
146.940	-	114.8		Secondary
147.420	s	100.0		Simplex

Hillsborough ARES

443.350	-	110.9	Ares-1	Hillsborough primary - WX
146.730	-	88.5	Ares-2	Hillsborough primary – Hollis Repeater
146.790	-	88.5		Candia Repeater linked to Hollis repeater
443.500	+	88.5		Hillsborough linked into to Hollis repeater
147.480	s	100.0		Simplex

East Rockingham ARES

145.150	-	127.3		Primary (Seacoast)
147.570	s	100.0		Simplex

Attachment C (continued)

Statewide Frequencies

146.520	s	no PL	Nationwide 2 M calling frequency
446.000	s	no PL	Nationwide 70 cm calling frequency
449.225	-	88.5	K1JY State system Deerfield repeater
442.350	+	88.5	K1JY State system Henniker repeater
447.675	-	88.5	K1JY State system Warner repeater
			A multi-site, multi-repeater system located throughout the state. See NH ARES communications plan for full information.
147.510	s	100.0	NH ARES statewide simplex

Liaison Frequencies

National Weather Service

443.350	+	110.9	Taunton NWS primary
146.640	-	no PL	Taunton NWS secondary
53.190	-	203.5	Taunton NWS secondary
146.655	-	100.0	Gray NWS primary

Statewide Emergency Nets

146.940	-	114.8	Granite State FM Net primary
147.225	+	100.0	Granite State FM Net secondary
3.943		LSB	NH ARES statewide HF net
7.273		LSB	NH ARES statewide HF net

PL Tone Usage

When using simplex frequencies, always transmit a PL of 100.0, but remain in carrier squelch on receive. If interference becomes a problem, activate the PL 100.0 tone squelch on receive.

When using a repeater, activate the repeater's PL tone on receive if interference becomes a problem.

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Attachment D

West Rockingham ARES
Frequency Plan
Digital Modes

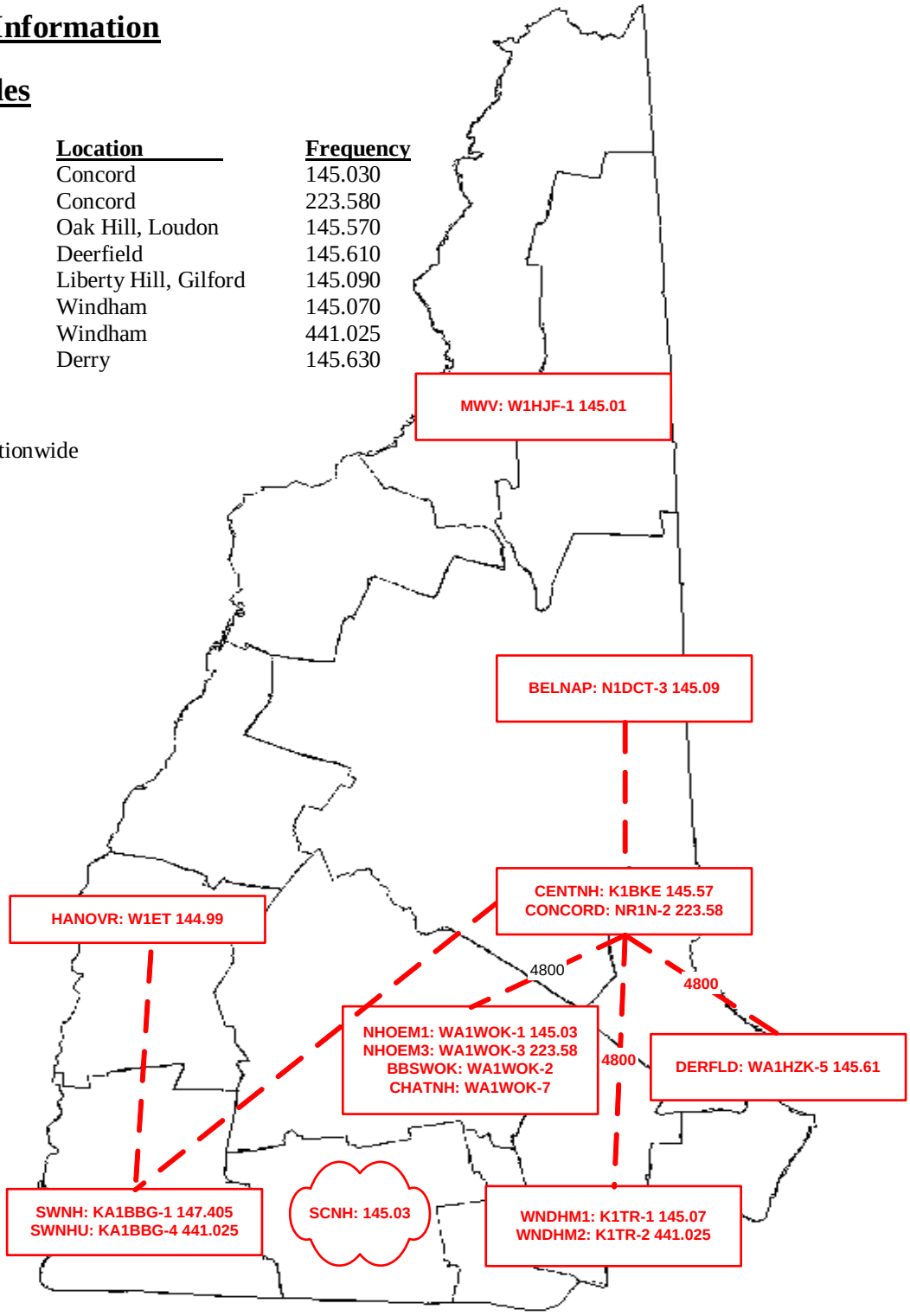
Packet Information

NH Nodes

Node	Location	Frequency
NHOEM1	Concord	145.030
NHOEM3	Concord	223.580
CENTNH	Oak Hill, Loudon	145.570
DERFLD	Deerfield	145.610
BELNAP	Liberty Hill, Gilford	145.090
WNDHM 1	Windham	145.070
WNDHM 2	Windham	441.025
	Derry	145.630

APRS

144.390 Nationwide



October 28, 2004

Attachment E

West Rockingham ARES
Net Procedure

Preamble

*Good evening, this is **K1WRK**, Net Control for the West Rockingham ARES Net. The purpose of this net is to provide information and training on emergency communications. The net consists of two parts: a directed net immediately followed by an informal session. During the directed net, please listen carefully to Net Control and do not transmit unless requested. The only exceptions are for emergency traffic and for liaison station check-ins.*

Traffic-Liaison

Are there any stations with traffic or any Liaison Stations? If so, please call now. Please list your call sign slowly and phonetically, your first name, your location.
[Make note of all stations with traffic, but only handle emergency traffic now. Same with Liaison stations]

Check-ins

Everyone is welcome to check into this net. I will ask for check-ins in the following order: West Rockingham stations, then all other stations. Please list your call sign slowly and phonetically, your first name, your location and the type of power being used [Commercial or Emergency].

- *All West Rockingham County stations please call now.* [After acknowledging the stations, check one more time.] *Any other stations in West Rockingham County?*
- *Any stations outside West Rockingham County that have not checked in please call now.* [After acknowledging the stations, check one more time.] *Any other stations outside West Rockingham County?*

[Recognize the stations as each group checks in. Acknowledge ARRL & ARES leadership, visitors, and first time check-ins as you recognize stations.]

Traffic

[Handle any non-emergency traffic here that stations have previously listed.]

Assign Liaison Stations to Other Nets

[When necessary, assign liaison stations to ARES nets in adjacent districts.]

Announcements

[Pass along ARES announcements.]
Does any station have an ARES-related announcement? If so, please call now.

Additional Check-ins

Are there any stations that have not yet checked in? If so, please call now; listing your call sign slowly and phonetically, you're first name, your location and the type of power being used.

Training

[Optional. This portion is reserved for the NM, EC, and Skywarn to offer training. Conduct a roll call at the end of the session and credit individual members for training.]

Closing

I would like to thank the {number} station(s) that checked in tonight and the Interstate Repeater Society for the use of their repeater system. If anyone would like further information about the Interstate Repeater Society, please go to www.irs.nhradio.org.
If you would like further information about West Rockingham ARES, please visit our web site at www.wrock.nhradio.org.
*This is **K1WRK** securing the directed part of the West Rockingham ARES Net on {date} at {time} and opening the net for informal discussion.*

Attachment F

West Rockingham ARES
Repeater Outage Procedure

When the repeater goes down:

1. The Net Control Station will transmit on the repeater output frequency and announce that all members of the net should move to another frequency.

2. All stations should tune to the new frequency.

3. Then NCS takes a roll call on the new frequency to find which stations are missing. If any stations are missing, Net Control will direct another operator to return to the old repeater output and relay the new net location to the missing stations.

4. The relay station tunes to the repeater output and tries to contact the stations that didn't hear the new frequency. He then returns to the net and reports to NCS.

To summarize, all stations should remain on the repeater frequency until someone tells you what frequency to move to. Net Control will be operating simplex so you may not be able to hear him. Just remain on the repeater frequency until someone contacts you.

On many transceivers, transmitting on a repeater output frequency is simply a matter of toggling the DUP or SHIFT key. Most participants won't have to worry about this, since only NCS and any stations asked to relay the new net frequency have to transmit on the repeater output.

Attachment G
West Rockingham ARES / RACES Station Log

NCS PRIMARY	NCS SECONDARY	DATE

TIME 24 Hr. Local	CALLSIGN	FIRST NAME	LOCATION	TRAFFIC First Key Words	REPLY X	Announcement

Page _____ of _____

Attachment Z

FSD-3
Relief Emergency
Routine Messages

FSD-3

Relief Emergency · Routine Messages
Recommended Precedences

The letters ARL are inserted in the preamble in the check and in the text before spelled out numbers, which represent texts from this list. Note that some ARL texts include insertion of numerals .Example: NR 1 R W1AW ARL 5 NEWINGTON CONN. DEC 25 DONALD R. SMITH AA 164 EAST SIXTH AVE AA NORTH RIVER CITY MO AA PHONE 73-3968 BT ARL FIFTY ARL SIXTY ONE BT DIANA AR. For additional information about traffic handling, consult The ARRL Operating Manual, published by ARRL.

Group One—For Possible "Relief Emergency" Use

ONE	Everyone safe here. Please don't worry.
TWO	Coming home as soon as possible.
THREE	Am in _____ hospital. Receiving excellent care and recovering fine.
FOUR	Only slight property damage here. Do not be concerned about disaster reports.
FIVE	Am moving to new location. Send no further mail or communication. Will inform you of new address when relocated .
SIX	Will contact you as soon as possible.
SEVEN	Please reply by Amateur Radio through the amateur delivering this message. This is a free public service.
EIGHT	Need additional _____ mobile or portable equipment for immediate emergency use.
NINE	Additional _____ radio operators needed to assist with emergency at this location.
TEN	Please contact _____. Advise to standby and provide further emergency information, instructions or assistance.
ELEVEN	Establish Amateur Radio emergency communications with _____ on _____ MHz.
TWELVE	Anxious to hear from you. No word in some time. Please contact me as soon as possible.
THIRTEEN	Medical emergency situation exits here.
FOURTEEN	Situation here becoming critical. Losses and damage from ____ increasing.
FIFTEEN	Please advise your condition and what help is needed.
SIXTEEN	Property damage very severe in this area.

Attachment Z (continued)

SEVENTEEN	REACT communications services also available. Establish REACT communication with _____ on channel _____.
EIGHTEEN	Please contact me as soon as possible at _____.
NINETEEN	Request health and welfare report on _____ . (State name, address and telephone number.)
TWENTY	Temporarily stranded. Will need some assistance. Please contact me at _____.
TWENTY ONE	Search and Rescue assistance is needed by local authorities here. Advise availability.
TWENTY TWO	Need accurate information on the extent and type of conditions now existing at your location. Please furnish this information and reply without delay.
TWENTY THREE	Report at once the accessibility and best way to reach your location.
TWENTY FOUR	Evacuation of residents from this area urgently needed. Advise plans for help.
TWENTY FIVE	Furnish as soon as possible the weather conditions at your location.
TWENTY SIX	Help and care for evacuation of sick and injured from this location needed at once.

Emergency/priority messages originating from official sources must carry the signature of the originating official.

Group Two—Routine Messages

FORTY SIX	Greetings on your birthday and best wishes for many more to come.
FIFTY	Greetings by Amateur Radio.
FIFTY ONE	Greetings by Amateur Radio. This message is sent as a free public service by ham radio operators at _____. Am having a wonderful time.
FIFTY TWO	Really enjoyed being with you. Looking forward to getting together again.
FIFTY THREE	Received your _____. It's appreciated; many thanks.
FIFTY FOUR	Many thanks for your good wishes.
FIFTY FIVE	Good news is always welcome. Very delighted to hear about yours.
FIFTY SIX	Congratulations on your _____, a most worthy and deserved achievement.
FIFTY SEVEN	Wish we could be together.
FIFTY EIGHT	Have a wonderful time. Let us know when you return.
FIFTY NINE	Congratulations on the new arrival. Hope mother and child are well.
*SIXTY	Wishing you the best of everything on _____.

Attachment Z (continued)

SIXTY ONE	Wishing you a very Merry Christmas and a Happy New Year.
*SIXTY TWO	Greetings and best wishes to you for a pleasant _____ holiday season.
SIXTY THREE	Victory or defeat, our best wishes are with you. Hope you win.
SIXTY FOUR	Arrived safely at _____.
SIXTY FIVE	Arriving _____ on _____. Please arrange to meet me there.
SIXTY SIX	DX QSLs are on hand for you at the _____ QSL Bureau. Send _____ self addressed envelopes.
SIXTY SEVEN	Your message number _____ undeliverable because of _____. Please advise.
SIXTY EIGHT	Sorry to hear you are ill. Best wishes for a speedy recovery.
SIXTY NINE	Welcome to the _____. We are glad to have you with us and hope you will enjoy the fun and fellowship of the organization.

* Can be used for all holidays.

ARRL Recommended Precedences

Please observe the following ARRL provisions for PRECEDENCES in connection with written message traffic. These provisions are designed to increase the efficiency of our service both in normal times and in emergency.

EMERGENCY--Any message having life and death urgency to any person or group of persons, which is transmitted by Amateur Radio in the absence of regular commercial facilities. This includes official messages of welfare agencies during emergencies requesting supplies, materials or instructions vital to relief of stricken populace in emergency areas. During normal times, it will be *very* rare. On CW/RTTY, this designation will *always* be spelled out. When in doubt, do not use it.

PRIORITY--Use abbreviation P on CW/RTTY. This classification is for a) important messages having a specific time limit b) official messages not covered in the emergency category c) press dispatches and emergency-related traffic not of the *utmost* urgency d) notice of death or injury in a disaster area, personal or official.

WELFARE--This classification, abbreviated as W on CW/RTTY, refers to either an inquiry as to the health and welfare of an individual in the disaster area or an advisory from the disaster area that indicates all is well. Welfare traffic is handled only after all emergency and priority traffic is cleared. The Red Cross equivalent to an incoming Welfare message is DWI (Disaster Welfare Inquiry).

ROUTINE--Most traffic in normal times will bear this designation. In disaster situations, traffic labeled Routine (R on CW/RTTY) should be handled last, or not at all when circuits are busy with higher precedence traffic.

Note--the precedence always follows the message number. For example, a message number may be 207R on CW and "Two Zero Seven Routine" on phone.