

## OPERATING TIPS

- ▶ Never monopolize a frequency—experienced operators listen more than they transmit
- ▶ Keep transmissions short—emergencies do not wait for monologues to finish
- ▶ Pause before transmitting—wait 2 seconds or so before resuming your conversation so another station can break in if necessary
- ▶ Don't call CQ on FM—just say THIS IS followed by your call sign, the word monitoring, and the frequency you're listening on
- ▶ When using a linked repeater, wait 2 seconds after pressing your PTT button before you speak—the repeaters need time to turn on; otherwise the first few words you speak will not be heard
- ▶ Use the correct repeater—don't use the state-wide repeater for conversations within the county; don't use the county-wide repeater for conversations within your local area; and don't use the local area repeater to talk across the street
- ▶ In an emergency, transmit a DTMF zero for about 5 seconds—this attention getting device alerts listeners that someone needs immediate assistance
- ▶ Watch what you say—do not make thoughtless or off-color remarks that might offend others or damage the reputation of amateur radio

## SITREP

A situation report consists of the following elements.

- ▶ State your name and precise location
- ▶ State the situation as briefly as possible
- ▶ State exactly what assistance you need
- ▶ If people are injured, state the number and estimate the extent of their injuries
- ▶ If there is a fire, estimate the size and scope
- ▶ If there is physical damage, estimate the extent and severity
- ▶ State any other information you feel is pertinent to the situation such as traffic conditions, weather, and so on
- ▶ Ask if there is any additional information you can provide before leaving the scene

## SKYWARN

Report the time and location of the following events to the National Weather Service as soon as possible.

- ▶ Thunder and intense lightning
- ▶ Heavy rain for at least 15 minutes
- ▶ Flooding that blocks roads or causes damage
- ▶ Surf that is unusually high or damaging
- ▶ Wind strong enough to cause property damage
- ▶ Earthquake when people and structures fall
- ▶ Funnel cloud whether or not it touches the ground

## NETIQUETTE

Network operation is terse by design. The ultimate goal is to achieve clear, concise, accurate communications as rapidly as possible. Short transmissions and circuit discipline are paramount in network operations.

There are three things you must do in a net: **check in**, **monitor**, and **check out**. Before you check into a net, listen carefully to get a feel for the Net Control Operator's style. Once checked in, respect and obey instructions issued by the Net Control Station. Stay off the air unless you have something significant to contribute or are the most qualified person to handle a task requested by the Net Control Station. Never leave the Net Control Station wondering what happened to you. If you need to be away from the radio for any reason, check out and then check in again upon your return.

## REMEMBER

Prepare in advance. Make sure your equipment is working properly and that your extra batteries are charged.

Learn the recommended operating techniques before you need to use them; and, practice them in your every day operations.

Raise your skill level by using prowords and break tags in an appropriate and responsible manner.

Before you initiate a transmission, take a moment to think about what you want to say and organize your thoughts in order to minimize airtime.

Listen before you transmit and never transmit unless the frequency is clear.

During the day, 40 meters usually works better for regional communications than 75 meters does and vice versa

Participate in formal drills such as the Makani Pahili exercise sponsored by the Hawai'i State Civil Defense in May, and the Simulated Emergency Test sponsored by the American Radio Relay League in October.

## A GUIDE TO AMATEUR RADIO OPERATION IN HAWAII COUNTY

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### In a communications emergency

- ▶ Monitor all appropriate primary frequencies
- ▶ Check into your local net
- ▶ Initiate a local net if none already exists
- ▶ Report your status and operational capability to your local Emergency Coordinator as soon as possible so the EC knows what resources are currently available

## SIGNAL REPORTS

Signal reporting consists of two elements. The first describes signal strength and the second describes readability. The words to use appear below in boldface type. One possible response to the proword **RADIO CHECK** therefore is Loud and Clear.

STRENGTH		
<b>Loud</b>	<b>Good</b>	<b>Weak</b>
READABILITY		
<b>Clear</b>	<b>Readable</b>	<b>Unreadable</b>

## TIME CONVERSION

Time is logged using the 24-hour clock system. Since Hawai'i does not shift to daylight savings time during the summer months, Hawaiian Standard Time (HST) is always ten hours behind Universal Coordinated Time (UTC).

Each time zone has a single letter associated with it. The letter W (whiskey) represents HST. The letter Z (zulu) represents UTC. The relationship among HST, UTC, and all other time zones in the United States appears below.

UTC	AST/ EDT	EST/ CDT	CST/ MDT	MST/ PDT	PST	HST
0000	2000	1900	1800	1700	1600	1400
0100	2100	2000	1900	1800	1700	1500
0200	2200	2100	2000	1900	1800	1600
0300	2300	2200	2100	2000	1900	1700
0400	0000	2300	2200	2100	2000	1800
0500	0100	0000	2300	2200	2100	1900
0600	0200	0100	0000	2300	2200	2000
0700	0300	0200	0100	0000	2300	2100
0800	0400	0300	0200	0100	0000	2200
0900	0500	0400	0300	0200	0100	2300
1000	0600	0500	0400	0300	0200	0000
1100	0700	0600	0500	0400	0300	0100
1200	0800	0700	0600	0500	0400	0200
1300	0900	0800	0700	0600	0500	0300
1400	1000	0900	0800	0700	0600	0400
1500	1100	1000	0900	0800	0700	0500
1600	1200	1100	1000	0900	0800	0600
1700	1300	1200	1100	1000	0900	0700
1800	1400	1300	1200	1100	1000	0800
1900	1500	1400	1300	1200	1100	0900
2000	1600	1500	1400	1300	1200	1000
2100	1700	1600	1500	1400	1300	1100
2200	1800	1700	1600	1500	1400	1200
2300	1900	1800	1700	1600	1500	1300

## PROWORDS

The use of prowords improves communication efficiency by eliminating ambiguity.

<b>OVER</b>	This is the end of my transmission; a reply is expected
<b>OUT</b>	This is the end of my transmission; a reply is not required
<b>BREAK</b>	I have something important and timely to say
<b>ROGER</b>	I copied your last transmission
<b>SAY AGAIN</b>	Repeat your last transmission
<b>AFFIRMATIVE</b>	Yes
<b>NEGATIVE</b>	No
<b>RADIO CHECK</b>	What is my signal strength and readability?
<b>SPEAK SLOWER</b>	Talk more slowly
<b>RELAY</b>	I hear both of you and can relay information between your stations

## BREAK TAGS

Break tags are tools that enhance network operation by reducing the amount of airtime needed to communicate specific ideas. They are used instead of the proword **BREAK**. Use break tags wisely.

<b>Question</b>	Indicates that you have a question which requires an immediate answer, e.g., when the Mayor is standing next to you seeking information
<b>Answer</b>	Indicates you know the answer to the issue currently being discussed
<b>Information</b>	Indicates you have information that the members of the net need to know ASAP
<b>Medical</b>	Indicates you want to report a non-life threatening medical incident
<b>Emergency</b>	Indicates you want to report an event that is life threatening or causing property damage right now
<b>Priority</b>	Indicates you want to report an event that is significant but not a matter of life or death
<b>Your Callsign</b>	Indicates you have traffic for the net and you want to be put in the queue

## PRIMARY FREQUENCIES

**PACIFIC REGION**  
7088 kHz 3888 kHz  
LSB LSB

**STATE-WIDE RACES REPEATER**  
(State Civil Defense Network)  
147.02 MHz 147.04 MHz  
West Side East Side

**COUNTY-WIDE BIWARN REPEATER**  
(Big Island Wide Area Repeater Network)  
146.76 MHz 146.82 MHz 146.88 MHz  
146.94 MHz 147.16 MHz 147.32 MHz  
100.0 Hz

**LOCAL SIMPLEX**  
146.52 MHz 146.46 MHz

**ON-SCENE SIMPLEX**  
446.000 MHz 446.200 MHz  
162.2 Hz

## PHONETICS

The standardized words for each letter of the alphabet appear below. Use them as often as necessary to insure clarity and avoid confusion.

<b>A</b>	<b>ALFA</b>	<b>N</b>	<b>NOVEMBER</b>
<b>B</b>	<b>BRAVO</b>	<b>O</b>	<b>OSCAR</b>
<b>C</b>	<b>CHARLIE</b>	<b>P</b>	<b>PAPA</b>
<b>D</b>	<b>DELTA</b>	<b>Q</b>	<b>QUEBEC</b>
<b>E</b>	<b>ECHO</b>	<b>R</b>	<b>ROMEO</b>
<b>F</b>	<b>FOXTROT</b>	<b>S</b>	<b>SIERRA</b>
<b>G</b>	<b>GOLF</b>	<b>T</b>	<b>TANGO</b>
<b>H</b>	<b>HOTEL</b>	<b>U</b>	<b>UNIFORM</b>
<b>I</b>	<b>INDIA</b>	<b>V</b>	<b>VICTOR</b>
<b>J</b>	<b>JULIETT</b>	<b>W</b>	<b>WHISKEY</b>
<b>K</b>	<b>KILO</b>	<b>X</b>	<b>XRAY</b>
<b>L</b>	<b>LIMA</b>	<b>Y</b>	<b>YANKEE</b>
<b>M</b>	<b>MIKE</b>	<b>Z</b>	<b>ZULU</b>