



Heart of TN.
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Heart of Tennessee
Amateur Radio Emergency Service®

Net Operations
NET 1-1

Operations Net Control Stations

1. Introduction

To provide a basis for carrying out the mission of the Heart of Tennessee Amateur Radio Emergency Service® (ARES®), guidelines must be in place to meet the communications requirements of Served Agencies. This document defines procedures Heart of TN. ARES® Net Control Stations (NCS) and Alternate Network Control Stations (ANCS) use, following guidelines of the ARRL National Traffic System (NTS).

2. Responsibilities

The Assistant Emergency Coordinator for SKYWARN and Net Manager is responsible for maintaining this document. Each NCS and ANCS in Heart of TN. ARES® nets are responsible for having reviewed and for following the procedures defined in this document. All stations involved in HOT ARES® should be familiar with this document. Knowing the basics will provide an understanding of basic net operation and the definition of Net Condition levels.

Every member should be prepared, if required, to serve in the capacity of NCS or ANCS if needed. Typically, the roles will be filled by those "comfortable" in the roles, but situations may arise where other operators are needed to fill NCS responsibilities.

3. Related Publications

NET 1-2 Net Operations

4. Definition of Terms

AEC Assistant Emergency Coordinator

ANCS Alternate Net Control Station

ARES® Amateur Radio Emergency Service® (ARES® and Amateur Radio Emergency Service® are registered service marks of the American Radio Relay League.)

CODE ALPHA Alert status allowing ARES® officials at their discretion to shut down operations when they complete their emergency -related duties.

CODE BRAVO Condition BRAVO –Notice to ARES® members to prepare for deployment on very short notice.

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CODE CHARLIE ARES® members are active at assigned duty posts not on standby.

CODE DELTA Maximum level of ARES® activation in the Tennessee ARES® plan.

CODE NULL No Alert – Conditions normal.

FCC Federal Communications Commission

HOTARES® Heart of Tennessee Amateur Radio Emergency Service®

NCS Net Control Station

NTS National Traffic System

PIO Public Information Officer

RCEMA Rutherford County Emergency Management Agency

Served Agency A public service agency with which Heart of TN. ARES® has established a Support agreement through the implementation of a formal Memorandum of Understanding.

SIT REP(S) Situation Report(s)

SRARC Stones River Amateur Radio Club

SOG Standard Operating Guide

5. Guideline

5.1. General Guidelines

When required to support emergency situations or during routine training in net operations, all Heart of TN. ARES® nets will function as directed nets using a net condition code defined in Section 5.3 as appropriate to the situation. All nets are to be opened using a suitable preamble from the Appendix of this document. If one is not available, use one close to what is needed and adjust the verbiage as required.

5.2. Net Operation

5.2.1. Appointment of Other Functions

Don't forget to appoint an ANCS. Should your station become inoperable due to equipment problems, loss of power or some other event, the ANCS needs to immediately step in and assume control of the net as soon as it's determined the NCS is not available.

Also, be sure and appoint liaison stations as required by the Operations Plan under which the net is activated and/or as directed by Planning Committee actions to respond to the particular situation. This relieves the Net Control Station from doing it all.

5.2.2. Maintain a Log

Maintain a log of all stations checking into the net. Identify the time

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you assume net control, the call sign of the ANCS and any liaison stations designated.

Record the calls of each station checking in and their geographic location. If someone gets in trouble and needs assistance, you know where they were last.

Record traffic passed showing quantity and basic location "from" and "to" information.

Be sure to put a time down for each event. Use local time to preclude confusion if later correlation of information is required.

5.2.3. Take Breaks

The AEC for SKYWARN and Net Management will immediately begin to establish a NCS rotation for what may be long duration events. NCS operators get tired. When that happens, you become less efficient and may begin to make mistakes in judgment. When you feel conditions are such that you need a break, turn over operation to the ANCS.

5.2.4. Situation Reporting

During start of nets supporting major events and during the course of an event, it may be necessary to perform roll calls of locations to determine the status of stations, to routinely test connectivity, or to collect other routine information. This type of reporting is referred to as Situation Reporting, or SIT REP for short. SIT REP is performed by conducting a roll call of all stations during which each station will respond, as called by the NCS, with the information requested.

The NCS can use a SIT REP to request the status of any facet of the operation. Examples would be a report of all operators available at the site, the status of establishing various aspects of the installation of communications equipment, the occupancy of open shelters, etc. A sample preamble for a SIT REP sequence is provided in the Appendices.

5.2.5. Close the Net When Appropriate

As soon as the event is over, begin closing the net. This action will generally be at the direction of the Served Agency. If the Served Agency is apparently slow in releasing resources, escalate this information to ARES® leadership. When releasing participants, log their release as part of the closing process.



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5.2.6. Hints and Kinks

The following are taken from various emergency communications Training materials, particularly from the ARRL Emergency Communications courses.

- If it is a scheduled net, start on time!
- Use a script when/where possible. If you have time, make notes to yourself to help with the information in the script – before you start the net.
- Be friendly, yet in control – speak slowly and clearly with an even tone, not a monotone. Sound confident, even if you are not. Above all, don't worry. Just give it an honest try.
- Ask SPECIFIC questions, give SPECIFIC instructions! You can make it much harder on yourself with nebulous questions and instructions.
- Have pencil/paper ready and write down ALL calls. It helps to practice with writing down calls when you are not the NCS.
- Read your owner's manual and understand how to use your microphone. The worst sounding NCS is one that cannot be heard or sounds like a train huffing and puffing in the microphone as they speak. From the ARRL Field Resources Manual: Articulate, don't slur. Speak close to your mike, but **talk across it, NOT into it.**
- When there is a double, try to get something unique from one or more of the stations. Then call for clarification from those stations ONLY.
- During check-ins, recognize participants by name whenever possible.
- Acknowledge check-ins and ALL messages.
- Be sure to frequently identify the purpose of the net (let people know what they are checking in to!) and advise all listeners of the subaudible frequency required if applicable.
- Ask for assistance if/when you need it. If this is not a weekly net, delegate responsibilities. You cannot do it all.
- If this is an emergency net, remind listeners to listen and tell them where the staffing net is. Someone checking in to say they are listening only slows the net.
- Don't be afraid to say "OOPS" if you get flustered and mumble a bit. Pause, take a deep breath, and go back at it. If you make a mistake, remember this is not Brain Surgery. Do your best to CALMLY recover. Nothing more will ever be asked of anyone.
- DON'T THINK ON THE AIR! If you need a moment to consider



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what is needed next, say something like “Stand by” and unkey your mic.

- Keep transmissions as short as possible. Resist the tendency to ragchew or ramble.
- Transmit only facts! If there is need to make an educated guess or speculate, make sure it is VERY clear that it is speculation. **First choice is to not speculate at all.**
- If a report comes from an unidentified source, it should not be treated as creditable and should be ignored.
- If a station does not identify, ignore the station.
- Avoid becoming the source for general information about the event. If it is an emergency, refer event status questions to the served agency Public Information Officer (PIO).
- When necessary, use standard ITU phonetics. There is no such thing as “common spelling”. Send all numbers as individual numbers, e.g., 334 is three three four, not three hundred thirty four.
- Speak in first person. It is “recognizing w4xxx, ...”, **not** “NCS would like to recognize ...”
- For voice nets, use plain English. “Q” signals are for CW.
- If the net has been quiet for more than ten minutes, check on operator status. This keeps the net running more smoothly and insures you know about equipment failures as soon as possible

5.3. Condition Levels

The Increased Readiness Conditions described below are used in the operations of Heart of TN. ARES® Emergency Nets. The nets will follow these designations as a way of establishing net discipline and a way of providing more effective communications. The descriptions below are for guidance purposes. It is possible that certain situations may require the handling of various net conditions in a manner that does not exactly fit these descriptions. Such decisions are the responsibility of the Net Control Station (NCS).

5.3.1. Condition Code Alpha per TNARES Plan

Condition Code Alpha is the lowest level of Increased Readiness. It marks a higher degree of disaster possibilities within the county. It exists to provide a presence on the frequencies and serve as a structure for potential elevation of the net into higher levels or readiness and increased net discipline. The net is conducted in a directed fashion but is open to all reports concerning weather in the area, reports of other emergency situations that may exist in a multi



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hazard condition, or the status of responding stations. Situation Reports (SIT REPS) may be conducted during this condition.

5.3.2 Condition Code Bravo per TNARES Plan

Condition Code Bravo identifies the condition where situations exist that present a greater potential threat to life and/or property than under Condition Code Alpha. In weather related situations, Condition Code Bravo is the equivalent to a National Weather Service “watch” condition. Open reporting, except in the case of emergencies or the existence of extremely dangerous conditions, is ceased. The net is conducted in a limited reporting and more highly directed fashion. The NCS will manage the net in a more highly restricted fashion with reports being taken under NCS direction only unless a true emergency exists. Instead of acting to control report taking as in Condition Code Alpha, the NCS is truly in control of the deployment and management of all communications resources that are to be used. SIT REPS may be taken during this condition, but without returning the net to background operation.

5.3.3 Condition Code Charlie per TNARES Plan

Condition Code Charlie exists when a very hazardous situation exists that poses an Immediate threat to life and/or property. In weather related situations, Condition Code Charlie is related to a National Weather Service “warning” condition. No reports will be taken or given unless the NCS specifically requests them. The only exception to this would be the report of a situation where human life or major injury is eminent. At that time the pro -word “Break – Break” is to be used and all other net operations will cease. The net will resume under Condition Code Charlie after the situation is under control. The actions the NCS will take in this condition can, in a very real way, impact the safety of those involved in the situation and impact the responsiveness of emergency services to those in need. This is why net communication is limited to only responses and requests from the NCS except in the situation described above. The NCS cannot allow random and un-requested communications to take place during this condition. SIT REPS may be taken during this condition, but without returning the net to background operation.

5.3.4 Condition Code Delta per TNARES Plan

Condition Code Delta exists at a time when a major disaster **has** occurred. The most extreme form of net discipline is required at this time. Only the highest priority traffic or transmissions will occur.



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Information being handled will fit either emergency or priority classifications. The net in this condition will not handle welfare or routine traffic. Such traffic will be delayed in its handling or handled by another net set up for that express purpose. If conditions warrant, SIT REPS may be requested to gather specific information as needed.

5.3.5 Condition Code Null per TNARES Plan

No Alert – Conditions normal.

5.4 Post-Event Reporting

After completing an event, each NCS should file a report, via E-mail if possible, with the Heart of Tennessee Emergency Coordinator and the Assistant Emergency Coordinator for SKYWARN and Net Management. The information should include frequency(s) used, start time, a listing of the ANCS and any liaison stations, the number of reports/traffic handled, number of stations participating and end time. In addition, list any significant events and problems encountered. If requested, provide a copy of logs maintained during the course of the event. These may be used during an after action conference.

6. Release Information

Keith Miller, N9DGK, Emergency Coordinator, is the author of this document.

The date of publication for this document is February 18, 2008. This revision revises the preamble for the Training Net.



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Appendices

Net Preambles

- **Weekly Training Net**
- **SKYWARN Net**
- **Rutherford County Emergency Management Support Net**
- **Situation Reports**



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Weekly Training Net Preamble

HEART OF TENNESSEE AMATEUR RADIO EMERGENCY SERVICE: **W4HOT**

HEART OF TENNESSEE SKYWARN ASSOCIATION: **WX4HOT**

7:30 PM Central time Tuesdays on the W4CAT & KB4ZOE Repeater System-Net
Call Up and Procedures

CALL UP: “Calling all radio amateurs, calling all radio amateurs. This is the **HEART OF TENNESSEE** Amateur Radio Emergency Service and Skywarn Training Net. This net meets Tuesday Nights at 7:30 PM Central time on the W4CAT Repeater System of **145.23** in Smyrna, **146.955 (Tone 114.8)** in West Nashville, the KB4ZOE Repeater **145.37** located near Joelton, **147.36 (Tone 114.8)** on Short Mountain and the **220** system. **147.42** as the national emergency simplex frequency will be used **when appropriate.**” *Any station wishing to test simplex can now check in on 442.650 simplex. Set your radios to any VHF freq for the test except 146.52 or 147.42.*

“Is there a **Heart of Tennessee ARES** station that will be available as secondary or backup net control for the net?”

“Is there a **Heart of Tennessee ARES** station that will be available as liaison to the MTEARS WX net if necessary?”

“Is there a **Heart of Tennessee ARES** station that will be available as HF liaison if necessary?”

“All Stations are invited to participate; you need **NOT** be a member of ARRL, ARES or any other group to participate as a licensed amateur. This is a directed net. After giving the information requested by net control please wait to be recognized by net control. This is **YOUR CALL**, my name is **YOUR NAME**, and I am net control for this evening.”

FCC RULES APPLY DURING THE NET TOO! IDENTIFY EVERY 10 MINUTES. It is quite likely the net is being monitored by Official Observers and / or the FCC. Follow the rules! §97.119 Station identification.

(a) Each amateur station, except a space station or telecommand station, must transmit its assigned call sign on its transmitting channel at the end of each communication, and at least every ten minutes during a communication, for the purpose of clearly making the source of the transmissions from the station known to those receiving the transmissions.

On the net prior to the first Thursday please announce: “*The monthly meeting of the Stones River Amateur Radio Club will be held the first Thursday of (put month here) (the date of meeting) at 7:00PM at the Rutherford County Rescue Squad located on 1504 West College Street in Murfreesboro. Talk in is here on the W4CAT/KB4ZOE system.*” Those who give announcements



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should be present for the entire net so that they are aware the announcement has been made and not repeat it. Also program information should be sent ahead of the net.

On the net prior to the third Thursday please announce: *"The monthly meeting of the Heart of Tennessee ARES will be held the third Thursday of (put month here) (the date of meeting) at 7:00PM at the Rutherford County Rescue Squad located on 1504 West College Street in Murfreesboro. Talk in is here on the W4CAT/KB4ZOE system."* Those who give announcements should be present for the entire net so that they are aware the announcement has been made and not repeat it. Also program information should be sent ahead of the net.

"Stations with Emergency, Priority or Formal traffic only, please check in now."
(Pause a few seconds unless there is traffic)

"Stations with or without traffic please check in now by giving your full call phonetically." If you cannot stay for the net, please request to secure from net control. Please check in from the closest repeater to you to reduce "doubling" with other operators. *Please remember to key down for a second before speaking to allow the repeaters in the link to "connect" for you.*

Take the check in(s) individually or as a group. Please log all those who check in if you are able to and acknowledge them. You may need to break it down a bit by call prefix. It will reduce but not eliminate the doubles. Note: as net control you should run the net "your way". Certainly better your way than not have your help!

*** IT IS IMPORTANT THAT YOU KEEP A COUNT OF THOSE WHO CHECK IN AT THE VERY LEAST ***

After acknowledging the list, ask for: **"Additional stations for the HEART OF TENNESSEE ARES /Skywarn Training Net."** Repeat as necessary.

"Are there any stations with News, Bulletins, Club Business, or any other items of interest for this net." Keep a note of the announcements so that you can do a short recap at the end before closing. Identify yourself when you handoff to the station wishing to give announcements in case they go longer than your 10 minutes (it has happened to me). **"OTHER CALL YOUR CALL"**

Do a final request for checking in before handoff to the trainer for the evening. **"Any more check ins to the Heart of Tennessee ARES/Skywarn training net before we go into training mode?"**
Acknowledge the list.

Hand off to the trainer: **"TRAINER'S CALL YOUR CALL"** This is your end of communication for the time being.

When the trainer hands the session back to you. **"TRAINER'S CALL YOUR CALL"**

Please thank everyone for participating! Please thank the repeater owner(s) and helper(s).

Close: **"This is YOURCALL returning the repeater system to normal Amateur Radio use."**



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NOTES: (1) It is an informal yet professional net. There may be an occasion to handle formal traffic. It should be handled in the proper traffic format and routed in the proper manner as soon as possible.

Thanks for your continued help and support.

NOTE: If you know ahead you cannot be on the air please contact the designated person for the following week and swap. If you are next week and the guy in front of you is AOL this week, please take it and assume you have swapped! Please keep a count of those who check in and announcements and get to me formally on the air or informally via email. If you see now a problem let me know. If you are no longer interested in performing as net control I understand. Just let me know.

The following should be considered as "chain of command" if net control is not available:

N9DGK Keith Miller	EC Rutherford County
K1KY Tom Delker	REC Middle Tennessee



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SKYWARN Net Preamble

Severe Thunderstorm or Tornado **Watch:**

Calling all radio amateurs, calling all radio amateurs, Calling the Heart of Tennessee Amateur Radio Emergency Service® Skywarn Net.

This is <call sign phonetically>, <name>, your Net Control Station. **This net is being activated under Net Condition Bravo due to the threat of severe weather.**

“Is there a **Heart of Tennessee ARES** station that will be available as secondary or backup net control for the net?”

“Is there a **Heart of Tennessee ARES** station that will be available as liaison to the **MTEARS WEATHER net** with the **National Weather Service linked repeater system or via telephone**, with preference to direct contact through the **ARES operating positions at the National Weather Service**?” Please call <call sign>.

All reports to the net should follow the National Weather Service SKYWARN reporting criteria.

If anyone has Urgent or High Priority reportable weather conditions please call now.

(If there are reportable weather conditions, ask if there is anyone on frequency who can relay the information to the National Weather Service and handle in the most expedient way possible.)

If no response:

This is <call sign>. The National Weather Service has issued a <indicate information known about the warning issued by NWS, i.e., “severe thunderstorm warning until XXXX local time”> which requires Spotter activation. Please review the Heart of TN. ARES® SKYWARN Operations Plan (OPLAN-100) for information on reportable weather conditions and only report conditions according to the plan or as instructed by the NCS or weather service liaison station.

This is a directed net. Please do not transmit unless directed to do so by Net Control. If you must leave the net for any reason, please request to secure from net control.



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Tactical communications will be used during this net to expedite the reporting of severe weather conditions. Tactical call signs will be used as prescribed in the SKYWARN Operations Plan.

If you need to pass emergency traffic, please do not hesitate to notify Net Control by calling BREAK-BREAK. This net is open to anyone licensed to operate on this frequency, and participating in the National Weather Service's SKYWARN Spotter program. We will break for anyone with Urgent or High Priority reportable events. Please call <call sign>. (If so, handle as above.)

(If there is a reportable event to RCEMA, ask for someone willing to relay information to Rutherford County personnel.)

Severe Thunderstorm or Tornado **Warning:**

Calling all radio amateurs, calling all radio amateurs, Calling the Heart of Tennessee Amateur Radio Emergency Service® SKYWARN Net.

This is <call sign phonetically>, <name>, your Net Control Station. **This net is being activated under Net Condition Code Charlie (or Delta) due to the report of severe weather.**

(If the net has been moved from a Condition Code Bravo, there will not be a need to establish an ANCS or MTEARS liaison. Those positions will have already been established. If not, then do so now.)

NOTE: If there has been a report of property loss or destruction, or a report of personal injury or possible loss of life move the net Condition Code IMMEDIATELY to Condition Code Delta and Maintain UTMOST DISCIPLINE during the remainder of the net.

“Is there a Heart of Tennessee ARES station that will be available as secondary or backup net control for the net?”

“Is there a Heart of Tennessee ARES station that will be available as liaison to the MTEARS WEATHER net with the National Weather Service linked repeater system or via telephone, with preference to direct contact through the ARES® operating positions at the National Weather Service? Please call <call sign>.”

The National Weather Service has issued a <indicate information known about the warning issued by NWS, i.e., “tornado watch until XXXX local time”>. Please review the Heart of Tennessee ARES® SKYWARN Operations Plan (OPLAN-100) for information on reportable weather conditions and only report according to the plan.



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This is a directed net. Please do not transmit unless directed to do so by Net Control. If you must leave the net for any reason, please request to secure from net control.

Tactical communications will be used during this net to expedite the reporting of severe weather conditions. Tactical call signs will be used as prescribed in the SKYWARN Operations Plan.

If you need to pass emergency traffic, please do not hesitate to notify Net Control by calling **BREAK-BREAK**. This net is open to anyone licensed to operate on this frequency, and participating in the National Weather Service's SKYWARN Spotter program.

At this time we will take Spotter check-ins. **If you have conditions meeting any reportable criteria, you may indicate those conditions for general information to the net. Only conditions in the Urgent or High Priority categories will be reported to the National Weather Service.** Check in by giving your call sign phonetically, and location. Please call **<call sign>**.

(If there is a reportable event to RCEMA, ask for someone willing to relay information to Rutherford County personnel.)

Periodic Announcement:

This is **<name>**, **<call sign phonetically>**, Net Control Station. This net is operating under Condition Code **<Bravo, Charlie or Delta>** due to the threat of severe weather. The National Weather Service has issued a **<indicate information known about the warning issued by NWS, i.e., "severe thunderstorm warning until XXXX local time">**. Please review the Heart of Tn. ARES® SKYWARN Operations Plan for information on reportable weather conditions and only report according to the plan unless otherwise directed. **(If Condition Code Charlie or Delta, add:)** At this time we will take Spotter check-ins. Check in by giving your call sign phonetically, and location. Please call **<call sign>**.

Net Closing:

At this time, we would like to take general check-ins of stations that have not previously identified themselves. Please check in by giving your call sign phonetically, name and location. Please call **<call sign>**.

After all check-ins are complete:

I'd like to thank everyone who participated in this severe weather net. This concludes this emergency activation of the ARES net for severe weather activities. We wish to thank the W4CAT/KB4ZOER repeater Group for the use of the repeater during this threat condition. This is **<call sign>** through the

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W4CAT/KB4ZOE repeater system closing the net at <time> hours local and returning the repeater to normal operation.



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Rutherford County Emergency Management Support Net Preamble

Calling all radio amateurs, calling all radio amateurs, Calling the Heart of TN.
Amateur Radio Emergency Service® Net.

This is <call sign phonetically>, <name>, your Net Control Station. This net is being activated under Net Condition <give net condition as prescribed by the activating ARES representative> at the request of Rutherford County Emergency Management. Please review the Rutherford County Operations Plan (OPLAN-100) for instructions relative to activation of this net in support of Rutherford County EMA.

This is a directed net. Please do not transmit unless directed to do so by Net Control. If you must leave the net for any reason, please request to secure from net control.

If you need to pass emergency traffic, please do not hesitate to notify Net Control by calling **BREAK-BREAK**. This net is open to responding Amateur Radio Emergency Service members and others designated by the Net Control. Further instructions will be provided as resources are required.

Tactical or formal communications will be used as appropriate during this net. Tactical call signs will be used as prescribed in the Operations Plan. Review precedent descriptions in the Net Operations SOG to correctly define the precedence of formal traffic to expedite traffic handling. If possible, use ARL numbered radiograms to minimize handling time.

If Condition Code Charlie, Bravo or Alpha:

Rutherford County Emergency Management has requested supplemental communications due to <BRIEF reason for activations>.

Please do not transmit unless you are initially entering a location into the net, you have traffic that must be passed in support of this emergency, or as directed by the NCS.

“Is there a Heart of Tennessee ARES station that will be available as secondary or backup net control for the net?” Please call <call sign>.

Please state the quantity, precedence and destination of the traffic that must be passed when listing traffic.

(If liaison station(s) is required) Is there anyone on frequency who can act as liaison to the <list liaison requirements>? Please call <call sign>.



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If Condition Code Delta:

Please do not transmit unless directed to do so by Net Control. Any emergency traffic will be handled with top priority during this net. We break now for emergency traffic.

Emergency traffic only, please call <call sign>.

“Is there a Heart of Tennessee ARES station that will be available as secondary or backup net control for the net?” Please call <call sign>.

(If no response, designate first check-in to act as ANCS if not mobile or in a key assignment category as defined in The Plan.)

(If applicable) Is there anyone on frequency who can serve as liaison with <indicate required liaisons>? Please call <call sign>.

At this time we will take HOTARES® member check-ins. Check in by giving your call sign phonetically, and location. Please call <call sign>.

Periodic Announcement:

This is <name>, <call sign phonetically>, Net Control Station. This net is operating under Condition Code <Alpha, Bravo, Charlie or Delta> in response to an emergency declared by Rutherford County Emergency Management.

Please review applicable Rutherford ARES® Operations Plans and SOGs for operational information. (If Condition Code Delta, add:) At this time we will take check-ins from HOTARES® members. Check in by giving your call sign phonetically, and location. Please call <call sign>.

Net Closing:

At this time, we would like to take general check-ins of stations present that have not previously identified themselves. Please check in by giving your call sign phonetically, name and location. Please call <call sign>.

After all check-ins are complete:

I'd like to thank everyone who participated in this emergency net. This concludes this emergency activation of the HOTARES® net in support of Rutherford County Emergency Management. We wish to thank the W4CAT/KB4ZOE Repeater Group for the use of the repeater during this emergency. This is <call sign> closing the net at <time> hours local. You may secure your stations. The repeater is returned to normal operation.



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Situation Report Preamble

Calling all radio amateurs, calling all radio amateurs, This is <your call sign>, Net Control. This is a SIT REP roll call: [Call all locations, one at a time]. **If operating in Condition Codes Charlie or Delta, conclude the list with "Floaters", stations that are available for duty but not part of the roll call.** Record all locations and their responses (or lack thereof). Specific information may be requested at the time stations report, such as call signs of all operators present, etc.]

The next Sit Rep will be at <time of next SIT REP roll call - (on the hour and half-hour or as appropriate)>. (If scheduled reporting.)

Returning the net to background operation. (Only if operating in Condition Code Alpha.) This is <**your call sign**>, Net Control Station.

Note:

Situation Reports (Sit Reps) are a means of collecting routine information needed during the event as well as verifying all stations are functioning properly.