

Operations Manual
Wyandotte County / Kansas City, KS R.A.C.E.S
Chapter 2.1 B SPOTTER PROCEDURES

SPOTTER PROCEDURES

The Net and Net Controllers are officially activated by:

- Emergency Management Department

Once activated, Wyandotte County RACES nets are directed nets, which means:

- Directed Nets operate under strict procedures and are managed by the Net Control Station. Stations talk with net control, not directly to each other unless approved by the Net Control.

Reporting In.

- If you are a certified spotter and the net has been activated for a watch, you should only report in if you are able to respond to an assignment or you are able to report from home.

Operational and Safety Checks

- All operational and safety checks of equipment and your vehicle should be completed before advising availability for a spotter location.

Report by radio to Wyandotte County E.O.C Net Control:

- When requested by Wyandotte County E.O.C.
- When significant weather changes occur

Keep your transmissions short and precise

- Less than 10 seconds in length, make 3 second pauses to allow anyone with an emergency to break in. Keep the frequency clear of all unnecessary transmissions.

Assignments

- Assignments will be based on the member's proximity to required locations and priority given by the Net Control Operator.
- You are permitted to refuse any instructions from Net Control which will place you in danger or harm's way.

Tactical Calls

Upon arriving at your assignment location you are to inform net control using the tactical call for that location.

Spotter Safety Tips (ACES):

- Awareness – Always have situational awareness of your surroundings and events.
- Communications – Verify that you have good communications.
- Escape Routes – Upon arrival at the spotter location, ensure you have at least more than one exit.
- Safety Zone – Know when you can go to get out of danger.

Suspicious Activity

- When a suspicious activity occurs at your assignment location you should leave the area immediately and then report the situation to the Net Control.

Request to Leave an Area

- When a Law Enforcement, Security Guard, or other official of the location you are spotting from request that leave the area, should leave the area immediately and then report the situation to the Net Control.

Communications Failure

If your radio failures you should contact the EOC as soon as possible by other communications means such as via a cell phone, pay phone, etc.

Indicate the priority of the traffic

- Call sign (or tactical call sign) only = routine traffic
- Call sign (or tactical call sign) + URGENT = Priority Traffic
- Call sign (or tactical call sign) + EMERGENCY = Emergency traffic (Emergency traffic is defined as traffic dealing with the IMMEDIATE safety of life or property)
- The National Weather Service will give priority to emergency reports received from trained spotters.

Be Alert - Listen - Be Quite

- Pay attention to what other spotters are reporting. They may report something you can not see, but need to know.

Backup net Control Radio

- If Net Control has announced that the repeater has failed:
 1. Do not switch your radio to direct.
 2. Stay on the repeater split. You may not be heard if you transmit on the repeater output frequency of 147.210MHz.
 3. You will not hear when other stations are transmitting.
 4. Wait for Net Control to acknowledge you before reporting.
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