

**OCEAN COUNTY AMATEUR RADIO EMERGENCY SERVICE INC (ARES)  
EMERGENCY OPERATING PLAN**

PURPOSE and SCOPE

To provide a standardized set of directions for the members of the Amateur Radio Emergency Services (ARES) in times of emergency or disaster.

To provide a basic operating framework for the ARES of Ocean County.

To provide specific information with respect to Ocean County ARES response to various emergencies.

APPLICABILITY

This plan applies to all members of the Amateur Radio Service, as licensed by the Federal Communications Commission (FCC), and registered in the ARES of Ocean County, New Jersey. This plan also applies to any ARES members from other areas, and other licensed individuals, which may provide assistance to the Ocean County ARES.

ORGANIZATION OF THE ARES SYSTEM

The Amateur Radio Emergency Service was formed to provide an alternate means of communications during times of emergency or disaster. This service is one of the primary reasons for the licensing of radio operators in the Amateur Radio Service, as provided under Part 97 of the FCC rules and regulations.

The ARRL has established the ARES as a means of providing this service on a level which supports local, county, and statewide organizations. National and international levels of cooperation are supported and coordinated through the ARRL.

The Ocean County ARES is comprised of licensed operators concerned with providing emergency communications when needed. An operator does not have to be a member of the ARRL to join ARES. In addition, membership in ARES does not require that the operator become a member of any other organization. Members are, however, encouraged to join local clubs and the RACES organization.

The Ocean County ARES staff consists of the EC, all AEC's and any specifically designated operator(s) which will provide special liaison services for the ARES group. The ARES organization is not subdivided into local municipalities to allow maximum flexibility in response. It is also NOT divided along "club boundaries" for the same reason. It should be noted, however, that occasions will arise requiring "local" knowledge; in these cases, every attempt shall be made to utilize "local" operators.

The ARES of Ocean County does not collect dues. It does provide a county-wide organization of operators willing to respond to any number of emergencies. Usage of repeater systems has been generously granted (either verbally or in writing) by the controlling groups. In the event of a problem, the frequency shall be relinquished to the controlling party.

Members are encouraged to provide agreeable solutions to any problems. Problems which cannot be resolved should be brought to the attention of the next higher level of staffing.

ACTIVE MEMBER REQUIREMENTS

To maintain membership as an active member you must complete the ARECC EC-001 Emergency Communications Course or pass the examination certifying that the operator has sufficient knowledge of course EC-001. Emergency Communications courses are periodically offered by the Ocean County EC. All members are encouraged to complete as many FEMA Independent Study Courses as possible related to the Incident Command System and Emergency Communications support, in general.

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OPERATION OF THE OCEAN COUNTY ARES

The ARES system shall have three (3) levels of operation.

- 1) **STANDBY:** The first level of operation is in effect during non-emergency times. No nets are in progress and everyday life takes precedence. Minor problems or localized emergencies, such as traffic accidents, may be handled at this level without activation of the ARES.
- 2) **ALERT:** The second level of operation may be requested in response to a local agency request and is automatically assumed to be in effect during net operations unless otherwise noted. It is also automatically in effect during the following:

ANY public service event  
FIELD DAY  
SECTION EMERGENCY TEST (SET)

At the Alert level, operators are requested to monitor their local frequencies for possible activation, or to participate in operations for practice. Nets may be established at this level for administration purposes, but should not remain established for greater than one (1) hour. If necessary, a check-in/recheck schedule should be implemented instead of continuous operation.

- 3) **ACTIVATION:** The highest level of operation. At least one (1) full-time ARES net is in operation. Members may be operating with, or in support of, other volunteer organizations (such as the Red Cross or Salvation Army), local municipalities, or state and federal emergency management groups (such as the Federal Emergency Management Agency - FEMA). Members may be operating as liaison stations to other ARES or RACES groups or designated communications function (such as MARS, the Military Affiliated Radio System).

Activation shall automatically occur for the following:

Activation of Red Cross Shelters or activation of HELP (Help in Emergencies for  
Livestock and Pets)  
ANY state of emergency declared at state, county, or municipal level

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.

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

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.

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OCEAN COUNTY ARES NET OPERATION

The Ocean County ARES holds regularly scheduled net sessions for the training of its membership. The net is also used for the exchange of information with respect to emergency management and amateur radio. The net will also handle message traffic into and out of the Ocean County area.

The ARES net is held every Wednesday, unless previously scheduled otherwise to avoid operations during holiday periods. The net commences at 2030 hours (8:30 p.m. local time) and lasts for approximately 30 minutes. The net is held each first and third Wednesday on the Secondary North Repeater and each second and fourth Wednesday on the Primary North Repeater.

If prior to or during a net the repeater is found to be inoperable, the following procedure should be followed:

IF                   The repeater is not responding to input signals and the output frequency is clear of interference:

THEN               The net control station should start or continue the net on the output frequency (simplex) of the repeater. The net control station will probably have to increase power to reach as many stations as possible. If all stations cannot be reached, operations should be moved to an alternate repeater frequency. An attempt to relay this information to stations out of range of the net control station should be made as required by adjacent stations. At least one station will be designated to remain on the original repeater output frequency for at least 10 minutes to direct future traffic to the proper frequency.

IF                   The repeater output is activated as a silent dead carrier or would otherwise cause interference to a station attempting to transmit on the repeater output frequency:

THEN               The net control station and all other stations should transfer operations to the PRIMARY FM simplex frequency. The net control station will probably have to increase power to reach as many stations as possible. If all stations cannot be reached, operations should include required relays to reach as many stations as possible.

Common sense must prevail in these types of situations. If the net is not found on the Primary repeater or primary FM simplex frequencies, then the secondary frequencies should be investigated for activity.

In the event of a major disaster, net operations may require the use of additional repeaters and bands. Follow the directions of the NCS. The NCS may need multiple nets to get established, each having its own NCS with a liaison station assigned for coordination with the main Ocean County net.

It is recommended that all operators become familiar with the net call-up procedural guidelines (on the following page). Stations assigned as liaisons should have the ability to rapidly shift frequencies to provide quick information transfers between nets. Liaison stations should also have a working knowledge of the nets to which they are assigned.

For multiple nets, the following guidelines are provided:

1. The primary Ocean County net becomes an administrative net for ARES staff and liaison stations.
2. At least one net should be set up for message handling.
3. At least one net should be set up to support shelter operations and provide secondary communications for the shelters.
4. At least one tactical net should be established at the scene of the disaster to provide timely reports and provide back-up communications for vital requests.

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DEFINITIONS

ARRL: The American Radio Relay League (ARRL) is a nation-wide organization of amateur radio operators and like-minded individuals, dedicated to “the promotion and advancement of the radio art.” It is also the United States representative in the International Telecommunications Union. The “League” also provides many services for its membership, including the support of the Field Services Division which contains the Amateur Radio Emergency Service.

ARES: The Field Service organization of the ARRL devoted to providing communications on a voluntary basis during disasters and emergencies. Communication may be provided on any frequencies designated for the Amateur Radio Service, as authorized within the class of license held by the individual operators.

RACES: The Radio Amateur Civil Emergency Service (RACES) is a registered group of licensed operators, Technician Class or higher and 18 years of age or older, operating on specifically assigned frequencies under the direction of specified government bodies. In New Jersey, the Attorney General’s Office has assigned the State Police as the Emergency Management governing body. RACES operation is very structured, being specified in FCC Part 97 and the New Jersey Statewide RACES Plan. Local planning may also apply.

**IMPORTANT NOTE: If RACES has been activated, it shall be given complete control of ALL frequencies as required. ARES shall assist RACES only if directed to do so by competent authority.**

EMERGENCY: An event where additional communications are needed to assist or protect the general public; however, the event is controllable at the local or county level (e.g. forest fire).

DISASTER: An event where communications are required for an extended period, where primary communications have been lost or are overloaded. Disasters are not dealt with locally, and outside assistance is usually requested (e.g. hurricane).

SKYWARN: An emergency organization of concerned citizens, including radio operators, trained in severe weather spotting and reporting (initially used for tornado early warning nets) by the National Weather Service.

NCS: The Net Control Station (NCS) is the operator responsible for the proper operation and control of any net to which that operator has been assigned. This operator is also responsible for assigning liaison stations as needed.

TRAFFIC: Any message, whether formal or informal, handled via amateur radio frequencies. Usually, message formats for formal traffic will follow the guidelines established by the ARRL to maintain uniformity.

SEC: The Section Emergency Coordinator (SEC) is the individual appointed by the Field Services Section Manager (SM) to coordinate the ARES members for the entire section. The Southern New Jersey (SNJ) section consists of the following counties:

|          |            |            |
|----------|------------|------------|
| ATLANTIC | BURLINGTON | CUMBERLAND |
| CAPE MAY | CAMDEN     | GLOUCESTER |
| OCEAN    | MERCER     | SALEM      |

DEC: The District Emergency Coordinator (DEC) is an individual appointed by the SEC to oversee specific emergency concerns, assist the SEC, and/or coordinate a specific number of Emergency Coordinators. In SNJ, one DEC is appointed to coordinate SKYWARN activities within the section and to act as a liaison to the National Weather Service. Liaison stations to other communication groups, such as the MARS and CAP, are also appointed as DEC’s.

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EC: The Emergency Coordinator (EC) is the individual appointed by the SEC to coordinate ARES members in a given jurisdiction. In the SNJ section, each county has one EC assigned to coordinate ARES activities in each county.

AEC: The Assistant EC is an individual appointed by the EC to act as their assistant in all matters (or as directed), and act as the EC in their absence. The AEC may also be assigned as a specific liaison or used to coordinate ARES functions within smaller defined areas as directed by the EC.

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TRAINING NET OPERATING PROCEDURE

This is <CALLSIGN> calling the Ocean County ARES Net. Calling the Ocean County ARES Net. Calling the Ocean County Amateur Radio Emergency Service Net. This is <CALLSIGN IN PHONETICS>. My name is <FIRST NAME> and I'm located in <TOWN>, New Jersey. This is a directed net. Stations should not break the net unless they have an emergency situation or have priority traffic. Stations with such traffic, please call now.

[OK - recognize] or [Hearing none]

Are there any stations with routine traffic, stations with traffic and traffic only? Please call now.

[OK – recognize] or [Hearing none]

This is <CALLSIGN> for the Ocean County ARES Net looking for check-ins with or without traffic. You need not be a member of ARES to participate. All participating stations are reminded to keep a list of all check-ins which includes the callsign and name of each operator. Additionally, participating stations should frequently check the repeater input frequency for any stations which may not key the repeater and relay this info to net control when requested.

When checking in please state your **callsign, name, location**, and your **source of power** (commercial, battery, generator, solar, etc). Please use phonetics when first announcing your callsign so all stations can accurately record it.

Any mobile station interested in joining the net, please call now.

OK – Recognize (list stations). Any more mobile check-ins?

Any station with a callsign beginning with “A”, please call now.

OK – Recognize (list stations). Any more “A” check-ins?

Any station with a callsign beginning with “K”, please call now.

OK – Recognize (list stations). Any more “K” check-ins?

Any station with a callsign beginning with “N”, please call now.

OK – Recognize (list stations). Any more “N” check-ins?

Any station with a callsign beginning with “W”, please call now.

OK – Recognize (list stations). Any more “W” check-ins? Any relays?

Any station interested in joining the net, no matter what prefix, please call now.

OK – Recognize (list stations). Any more check-ins? Any relays?

[Conduct training and other business asking each station if they have anything for the net. Give priority to mobile stations]

This has been the regularly scheduled session of the Ocean County ARES Net. Thanks to all that checked in and contributed to the net. Thanks to the:

[835 Users Group and Office of Emer Management for allowing us to use the N200 repeater]

or

[Ocean County ARES for allowing us to use the WA2RES repeater]

This is <CALLSIGN> closing the ARES Net on or about \_\_\_\_\_ hours.

<CALLSIGN> Out.

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EMERGENCY NET CALL UP

**“This is (callsign). Attention all stations on frequency. Please stand by for emergency traffic. Attention all stations on frequency. Please stand by for emergency traffic. This is (a drill / an actual emergency). This is (callsign).”**

Wait 5 to 10 seconds

**“Attention all stations on frequency. This is (callsign), net control station for the Ocean County ARES net. This is (a drill / an actual emergency). This is a directed net. All stations not connected with the emergency are asked to please stand by. All member stations are asked to stay on frequency until the close of the net. Please give your current availability status when you are polled during roll call.”**

Wait 5 to 10 seconds

**“ The communications services of the ARES Team is requested by (requesting agency). There is (very brief description and location of the incident). All stations stand by for roll call.”**

Follow a roll call of active members from the OCEAN COUNTY ARES ROSTER, noting status of each member checking in. Give a second call for late or missed members, but take no visitors. The AEC, EC, DEC and/or SEC will be copying down the status of each member as the net progresses.

Following the roll call, the AEC, EC, DEC or SEC will take over the net and direct the appropriate resources to their assigned locations. They may also request some people on the net to telephone others on frequency if added personnel are required.

EMERGENCY NET CLOSURE

Net Control reassumes control of the net.

**“This is (callsign). I would like to thank all stations for participating in the net. This repeater is now returned to normal operation. (callsign) clear.”**

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OCEAN COUNTY SHELTERS

The following is a list of the shelters which the Red Cross would utilize as of March, 1998. This list is subject to change and is provided to allow the radio operator to become aware of the potential shelter locations in Ocean County. A radio operator **MUST** contact the Shelter Manager, when arriving at a shelter to provide communications support. The Shelter Manager or his/her designee, is the **ONLY** person authorized to issue traffic to radio operators. This is an important concept to avoid non-essential traffic from congesting the emergency frequencies and to maintain the chain-of-command.

**POINT PLEASANT, GROUP 1**

PRIMARY:                    **Point Pleasant Borough High School** (Route 88 East to River Ave, Left onto Spruce St., HS is straight ahead)

SECONDARY:                **Point Pleasant Beach High School** (700 Trenton Ave., Rt. 35 to Arnold Ave, left onto Bay, school is at corner of Bay and Trenton)  
**Memorial Middle School** (Route 88 East to River Ave, Left onto Spruce St., school is on left)  
**Nellie F. Bennett School** (1000 Riviera Parkway)  
**Ocean Road School** (Route 88 East to Ocean Road)

COMMUNITIES:              Bayhead Borough, Point Pleasant Borough, Point Pleasant Beach Borough.

**BRICK, GROUP 2**

PRIMARY:                    **Emma Havens Young Elementary School** (43 Drum Point Road, off Brick Blvd)

SECONDARY:                **Brick Township Memorial High School** (2001 Lanes Mill Road)  
**Brick Township High School** (346 Chambers Bridge Road)  
**Lanes Mill School** (1891 Lanes Mill Road)  
**Lake Riviera Middle School** (Beaverson Blvd and Old Toms River Road)

COMMUNITIES:              Brick Township, Mantoloking Borough, Ocean Township, South Mantoloking Beach, Normandy Beach, Chadwick, Leisure Village East.

**LAKWOOD, GROUP 3**

PRIMARY:                    **Lakewood High School** (855 Somerset Ave. off East County Line Road)

SECONDARY:                **Lakewood Middle School** (755 Somerset Ave)  
**Oak Street School** (75 Oak Street)  
**Spruce Street School** (90 Spruce Street)  
**Elia G. Clarke School** (455 Manetta Ave)  
**Clifton Avenue Grade School** (625 Clifton Ave)

COMMUNITIES:              Lakewood Township



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**TOMS RIVER, GROUP 4**

**PRIMARY:**                   **Toms River High School North** (1245 Old Freehold Road)

**SECONDARY:**               **East Dover Elementary School** (725 Vaughn Ave)  
**Toms River High School East** (Rt. 37 to Coolidge Ave, Jughandle to cross Rt. 37, take Coolidge almost to end, last left turn – 1225 Raider Way)  
**Toms River High School South** (55 Hyers Street, off Washington St.)  
**Intermediate East School** (1519 Hooper Ave)  
**Intermediate West School** (Intermediate Way West, 4<sup>th</sup> left on Rt. 571 after 571 East/Indian Head Road Intersection)  
**Intermediate South School** (Pinewald Road and Hickory Street, Beachwood)

**COMMUNITIES:**            Ocean Beach, Lavallette, Island Heights, Seaside Heights, Ortley Beach, Seaside Park, South Seaside Park, Dover Township, Chadwick, Toms River, Silver Ridge Park, Holiday City Berkeley, South Toms River Borough.

**CENTRAL, GROUP 5**

**PRIMARY:**                   **Central Regional High School** (GSP to Exit 77, school at top of hill)

**SECONDARY:**               **Central Regional Middle School** (GSP to Exit 77, school across from GSP entrance/exit)  
**Clara B. Worth School** (Route 9 to Central Parkway, school is several hundred feet from Route 9)  
**H&M Potter School** (Route 9 to Veeder Lane, school is on right)  
**Bayville Elementary School** (Across from Berkeley Square Shopping Center – Foodtown, Route 9)  
**Bayville Intermediate School** (Station Road, under construction – 2004)

**COMMUNITIES:**            Beachwood Borough, Ocean Gate Borough, Bayville, Pinewald, Pine Beach Borough, Berkeley Township.

**LACEY, GROUP 6**

**PRIMARY:**                   **Lacey Township High School** (73 Haines Street, East of Manchester Blvd))

**SECONDARY:**               **Lacey Township Middle School** (660 Denton Ave., off Lacey Road by Green Thumb Landscaping)  
**Cedar Creek Elementary School** (20 Western Blvd, North of Mill Pond Elementary School))  
**Lanoka Harbor Elementary School** (281 Manchester Blvd)  
**Forked River Elementary School** (110 Lacey Road, near Rt. 9 and Commerce bank)  
**Mill Pond Elementary School** (210 Western Blvd, South of Cedar Creek Elementary School)

**COMMUNITIES:**            Forked River, Bamber Lakes, Lanoka Harbor

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**SOUTHERN REGIONAL, GROUP 7**

**PRIMARY:**                   **Southern Regional High School** (105 Cedar Bridge Road, off Rt. 9)

**SECONDARY:**           **McKinley Elementary School** (1000 McKinley Ave)  
                                 **Oxycocus Elementary School** (250 Main Street, Route 9)  
                                 **Stafford Intermediate School** (1000 McKinley Ave)  
                                 **Southern Regional Middle School** (105 Cedar Bridge Road, off Rt. 9)

**COMMUNITIES:**         Barneгат Borough, Long Beach Island, Waretown, Holiday Beach, Ocean Township, Stafford Township, Eagleswood Village, Staffordville.

**PINELANDS, GROUP 8**

**PRIMARY:**                   **Pinelands Regional Middle School** (590 Nugentown Road, off Rt. 539)

**SECONDARY:**           **Pinelands Regional High School** (565 Nugentown Road, off Rt. 539)  
                                 **Tuckerton Elementary School** (Marine Street)  
                                 **Little Egg Harbor Township Intermediate School** (305 Frog Pond Rd)  
                                 **George J. Mitchell Elementary School** (950 Rt. 539)

**COMMUNITIES:**         West Creek, Staffordville, Eagleswood Village, Coxstown, Eagleswood Township, Little Egg Harbor, Parkertown, Giffordtown, Mystic Island, Atlantis, Tuckerton Borough.

**MANCHESTER, GROUP 9**

**PRIMARY:**                   **Manchester Township High School** (101 S. Colonial Drive)

**SECONDARY:**           **Manchester Township Middle School** (2759 Ridgeway Road)  
                                 **Ridgeway Elementary School** (2861 Ridgeway Road)  
                                 **Whiting Elementary School** (412 Manchester Blvd)  
                                 **Lakehurst Elementary School** (301 Union Ave)

**COMMUNITIES:**         Manchester Township, Plumsted Township

**JACKSON/PLUMSTED, GROUP 10**

**PRIMARY:**                   **Jackson Memorial High School** (101 Don Connor Blvd)

**SECONDARY:**           **Carl W. Goetz Middle School** (835 Patterson Road)  
                                 **Howard C. Johnson Elementary School** (1021 Larsen Road)  
                                 **Lucy N. Holman Elementary School** (125 Manhattan Street)  
                                 **Switlik Elementary School** (75 West Veteran's Highway)  
                                 **Sylia Rosenauer Elementary School** (60 Citadel Drive)  
                                 **New Egypt Elementary School** (44 North Main Street)

**COMMUNITIES:**         Jackson Township, Plumsted Township

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ARES OPERATING FREQUENCIES

**PRIMARY**

PRIMARY – SOUTH REPEATER:

146.700 MHz output, 146.100 MHz input, PL of 192.8 – FM and C4FM, N2NF Repeater located in Tuckerton.

PRIMARY – NORTH REPEATER:

449.825 MHz output, 444.825 MHz input, PL of 131.8 – FM and C4FM, WA2RES Repeater located in Toms River.

PRIMARY – FM SIMPLEX:

146.550 MHz, FM

PRIMARY – USB:

28.360 MHz, USB, 10 meter

PRIMARY – DIGITAL:

WL2K: 145.010 MHz Simplex, WX2NJ-10 (Bayville)

D-STAR: 445.36875 MHz output, 440.36875 MHz input, WA2RES B in Harvey Cedars, Linked to SNJ SCERN via Internet Gateway.

**SECONDARY**

SECONDARY – SOUTH REPEATER:

146.835 MHz output, 146.235 MHz input, PL of 127.3, N2OO Repeater located in Manahawkin

SECONDARY – NORTH REPEATER:

145.170 MHz output, 144.570 MHz input, PL of 131.8 – FM and C4FM, WA2RES Repeater located in Manchester.

SECONDARY – APRS SIMPLEX:

144.390 MHz. Digipeaters BARNGT located in Barnegat and TOMRVR located in Toms River, both WA2RES.

SECONDARY – FM SIMPLEX:

145.555 MHz, FM

SECONDARY – USB:

28.390 MHz, USB, 10 meter