



Monthly Packet Message Passing Exercise Review

Period: 05/18/2022 09:00 to 05/25/2022



Santa Clara County ARES®/RACES/CRU

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Simulated Shelters and Messages Passed

Approximate number counts from the Xanadu EOC ICS-309 (as of 17:00):

Checkpoints assigned (total):	25
Participating / dropped / staff:	19 / 3 / 3
Content Messages exchanged *:	387
Form EOC213RR	11
Form ICS-213 sent to XNDEOC	45
CSV forms sent to XNDEOC	25
Other	306
Courtesy	0

Thank you for participating in this exercise!!!!

- Excluding DELIVERED:, includes resends and testing.
Overall total to/from Xanadu EOC: 717

Exercise Objectives

- Based on SCC documentation
 - SCCo ARES/RACES Packet Operations - Type III, Part A and Part B courses
 - How to Send a Packet Message with Outpost - 09/19/2013
 - Standard Packet Message Subject Line - 02/22/20202
 - Standard Packet Check-in/Out Message - 09/25/2022
 - Outpost Users Guide, Basics; Version 3.4 | July 2020
 - RACES Recommended Form Routing Cheat Sheet [Rev: 19-Feb-2022]
- Exercise simulated 3rd party and operator-to-operator messages
 - Check-In and Check-Out
 - XND City Notice retrieval
 - Plain-text messages
 - Simulated handing of form to operator using xanadu-city.org URL download
 - Experiment: ICS-213 sending
 - CSV-based message form
- In addition
 - Outpost configuration
 - Challenges for form completeness
 - Following instructions

How did we do in general?

- City Notice XND@XSC downloaded by most
 - 4 missing, better but why still missing?
 - Could have still read and sent message after knowledge stimulation message received
 - SCCo ARES/RACES Packet Operations - Type III, Part B course, page 90 “Using City Bulletins”
- Radio Routing cheat sheet still needs to be studied
- The ICS213 with message “EOC213RR not available” was an experiment
 - 13 sent ICS213
 - 10 sent EOC213RR
 - We will discuss in depth in a few slides
- Some FAX machine issues
 - Remember: type is as you get it
- CSV file handling
 - Much better than last month
- ICS-309 task number and task names, some issues

The Checkpoint Assignment:

Your tactical number: 42

Your From ICS Position: Radio Operator

Your From Location: "Xanadu City Airshow Checkpoint 42". (*Hint: Outpost->Setup->Station ID->Tactical->Additional ID Text*)
You can shorten to: "Checkpoint 42" in message Subject lines if not specified.

Your Tactical Call Sign is: XND042 (*Hint: Outpost->Setup->Station ID->Tactical->Tactical Call Sign*)

Your message prefix is: X42

Starting message number: your_choice

SCC Event Position[**]: Primary_Station_test

Incident Name: Xanadu City Memorial Day Airshow weekend

Activation Number: XND-22-0518P

Your BBS: Use your normal primary/secondary. There is no simulated-down BBS for this exercise

Xanadu City EOC mailbox: XNDEOC@W1XSC.ampr.org (primary)
XNDEOC@W4XSC.ampr.org (secondary)

XND EOC activation period: From Wednesday, 05/18/22 09:00 until Wednesday, 05/25/22 18:00 (sharp)

Simulate Voice communications with Xanadu EOC: For simulated voice net messages, call the EOC at **650-542-8987** and leave a voice message., SMS/MMS text messages are also accepted. (Yes, this really works for this exercise).
Ref: [2021 Packet Type III Part B course, slide "Standard Packet Subject Line"](#)

How'd we do: Notices

- XND@XSC:

XND-811P_Xanadu City EOC operational period for May packet message passing practice (PM:747)

File Edit View Actions Windows Help

Print Reply Reply to All Forward Archive Delete Close Expire

Bulletin Message

Bbs: W1XSC-1
From: xndeoc@w1xsc.ampr.org
To: xnd@xsc
Subject: XND-811P_Xanadu City EOC operational period for May packet message passing practice

The Xanadu City EOC packet station will be activated:
From: 09:00 on Wednesday, 18 May 2022
Until: 17:00 on Wednesday, 25 May 2022

Please only send messages to it if you have signed up for and are participating in the monthly packet message practice.

Late signups are welcome, but may not be readily available via the event website. Drop an email to the event instructor if you want to join the fun.

Assignment: after your check-in is confirmed please send a routine plain text message via packet to the Xanadu EOC with the subject:

XND city notice read at 05/DD HH:MM

Replace DD with the day date you read this message.
Replace the HH:MM with the 24-hour time you read this message.

Xanadu City EOC
Voicemail for simulated messages: 650-542-8987

**** This is exercise traffic [20220518 XND@XSC notice] ****

How'd we do: Starting Status

- Check-in Ack & Welcome
- Packet setup:
 - Equipment
 - Power sources & how long can run on battery

Check-In to the Xanadu City Packet Net for this month's message passing communication exercise. You have these guidelines and assignments:

1) Please make sure each message you send has this somewhere in the message content:

**** This is exercise traffic ****

2) This month's practice will simulate forms being handed to you by your Checkpoint Lead.

- a) After they "hand" you the form(s), they walk away and are not available for updates/corrections.
- b) You may need to complete the form using the Radio Routing Cheat sheet and your best judgement.
- c) They don't know about Guideline 1). You will need to add to any form missing this. Add to an appropriate field within the form.

3) In any messages you are asked to transmit, if you see an "XX" (double-X), replace the XX with your assigned tactical number. Similarly, any "DD" with today's date, "HH" and "MM" with current 24-hour and minutes respectively, etc. If you see a "(+time)" add the correction to the current time. For example, if the form has "HH:MM(+45min)", use your current time plus 45 minutes.

4) Please prepare and send a routine plain text message to Xanadu City EOC describing the starting status of your packet set up for your operational period. Include:

- a) Make/model of laptop, radio, TNC, antenna, height above ground, BBS frequency, and transmit output power.
- b) Type of power source(s) you are using for you packet station. How long can you run your packet station on batteries if you have no other source of power?

Use the subject: "Checkpoint XX initial packet status"

[20220518 1-check-in-ack]

Initial Packet Set up

4) Please prepare and send a routine plain text message to Xanadu City EOC describing the starting status of your packet set up for your operational period. Include:

- a) Make/model of laptop, radio, TNC, antenna, height above ground, BBS frequency, and transmit output power.
- b) Type of power source(s) you are using for you packet station.
How long can you run your packet station on batteries if you have no other source of power?

Use the subject: "Checkpoint XX initial packet status"

- Some check points did not provide “how long” estimate
- Also, this came from someone holding a Type 2 credential:
 - “Batteries: 20 Ah, not sure how long that would last, depends on duty cycle”
 - Everyone: Battery performance whitepaper on website under Operations. You should be able to estimate run time (even if a gross estimate)
 - Also taught in some of our training courses

Simulated being handed messages to transmit

- Obtained: xanadu-city.org domain for our SCC exercises
- Sent operator-to-operator message to simulate being handed a message
 - Download URL provided for form image in PDF
 - Noted that Principle was not available after handing over the message
 - Communicators are to use their best judgement as per their training
 - Note: the o-to-o message ID should not be used as reference
- This will be the preferred way to “hand off” messages in the future
- The intent is to simulate a real event and content via exercise
 - For future: content “creativity” only where specifically requested

How did we do ? ICS213 request for resources ?

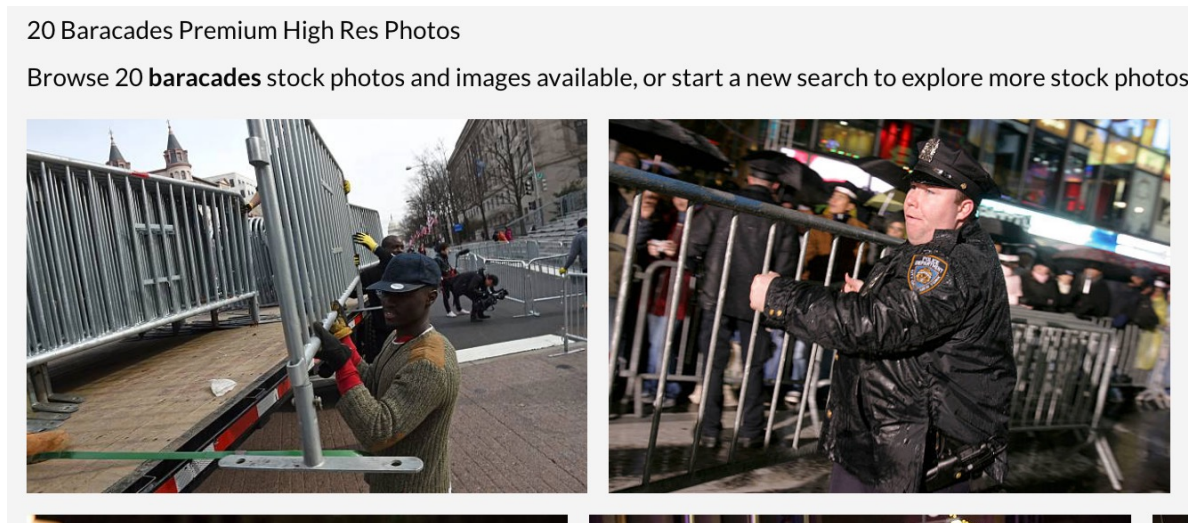
- This was meant to be an experiment.
- It proved worthy of being one!!!!
- We are going to have a bit of discussion.

Date ¹ :		Time (24hr) :		Handling ⁵ : <input type="radio"/> Immediate (ASAP) <input type="radio"/> Priority (<1 hr) <input type="radio"/> Routine (<2 hr)		
05/DD/2022		HH:MM		This message requests you to ⁶ :		
				Take Action: <input type="radio"/> Yes <input type="radio"/> No		
				Reply: <input type="radio"/> Yes, by HH:MM(+45min) <input type="radio"/> No		
T O	ICS Position: ⁷ Operations			F R O M	ICS Position: ⁸ Checkpoint Lead	
	Location: ⁹ Xanadu City EOC				Location: ⁹ Airshow Checkpoint XX	
	Name:				Name:	
	Telephone #:				Telephone #:	
Subject: ¹⁰ request for additional street closure baracades and traffic cones						
Reference: ¹¹						
Message: ¹² EOC213RR not available. We need to close off access to two allies near this checkpoint. Need sufficient baracades for this before parade starts to run. Probably a good idea to have a dozen traffice cones also. Please deliver to this location as soon as possible.						

- Handling was intentionally left blank, some clues:
 - +45 min Take Action / Reply time
 - “deliver” “as soon as possible”
 - Note: appears to be a non-life-threatening situation, might be a property issue

How did we do ? ICS213 request for resources ?

- This was a message from the Checkpoint Lead to the EOC
 - To be communicated by the “fax machine” (e.g. us)
 - Assume that there is likely shared context between the Checkpoint Lead and the EOC that is not known to the “fax machine”, e.g.:
 - Parade start time
 - Instructions and procedures for handling road/alley closures, etc.
 - Instructions for what resources are available and a “sufficient” quantity means in this context
 - Physical location of the checkpoint(s)
- “baracades” intentionally used an alternate spelling to test fax machine:



How did we do ? ICS213 request for resources ?

- What was expected (hoped for):
 - The Principle was not available for further input/modifications and therefore needed to use best judgement as per our fax machine training as a Communicator
 - We get handed an ICS213, we send an ICS213
 - Evaluate handling order: Priority is correct and ImmEDIATE (“asap”) was a clue too
 - Fax machines duplicate spelling exactly as was in the message
 - Add “This is exercise traffic” – that was part of the directions in first message.
 - Add message ID etc. as per sending a PackItform
 - Add nothing else to message other than operator handling information
- ~ 12 checkpoints sent an ICS213 (note: Tester #54 sent both for testing, not counted)
- ~ 9 checkpoints sent an EOC213RR (with varying success)
 - Yes, you can do this even though it seemed appropriate, but there are some cautions:
 - The Principle was not available to authorize replacing the ICS213 with EOC213RR
 - Our training does not teach self-translating one ICS form into another ICS form
 - EOC213RR has a lot of fields that are not present in the ICS213
 - We do not have an assignment that authorizes requesting resources and \$ spending
 - If you make a tangible mistake, you lost exemption as a fax machine
 - You get to choose whether or not you want to step into this.

Those who filled out the EOC213RR, mixed results?

- Radio Routing Cheat Sheet says EOC213RR:
 - ICS To: position is:
 - “Planning Section”, 5 checkpoints sent to “Operations”. What is correct when translating?
 - Handling order:
 - +45 min and “asap” fall either in “now” or “high” which maps to Immediate
- Fax machine for Qty/Unit and Resource Description:
 - Qty’s and Resourced needed to match to preserve “fax machine” status
 - QTY “sufficient” Resource “baracades to close access to two allies” or equivalent
 - Too little and allies don’t get closed properly: will this turn into a life/property issue?
 - Too many and \$’s could be wasted or resources taken away from other needs
 - QTY “12” or “1 dozen” Resource “traffice cones” or equivalent
- Field content:
 - ICS213 only gives us “Checkpoint location for XX” and “Checkpoint Lead” for Location 14, Deliver to 13, Requested by 5, and Approved by 7.
 - Some checkpoints got really creative with inventive addresses, email address, phone numbers, titles, etc.
 - It is humorous, but question: would you do this if this were a real event? Hint: we practice that way
 - “Prepared by” (Field 6): some people left blanks or didn’t use their real information
 - Can’t duck on this
 - Some did not place “this is exercise traffic” anywhere
- Kudos: some checkpoints copied as much as possible of the ICS213 message content into the special instructions or resource description form.
 - Why embed the ICS213 content into the EOC213RR field when sending the ICS213 as-is was sufficient?

Reminder on sending Immediate Messages

- 17 Immediate messages were sent (ICS213+EOC213RR)
- 7 checkpoints to not perform the simulated voice inform of the Xanadu City EOC
- 5 checkpoints sent SMS
 - Will change this in future to request voice only
 - SMS is convenient, but doesn't simulate speaking to the EOC over radio
- Some EOC voice messages were not as concise as needed if voiced over the air.

How'd we do: CSV

- CSV Message form content

```
2022 Xanadu City Memorial Day Airshow Weekend public survey roll-up,,,,  
''''  
Checkpoint,XX,,,  
''''  
Date,05/DD/2022,Time:,HH:MM,  
''''  
Questions,,,,  
"1. Was this your first time attending?,"Yes:,#,No:,#  
''''  
Age Range:,< 20 years,20 to 40,40 to 60,> 60 years  
2. What is your age range?,#,#,#,#  
''''  
''''  
3. What city are you from:,Xanadu City,Other,,  
,#,#,,  
''''  
4. Air show events (flights),Need Less,Good Amount,Need more,  
,#,#,#,  
''''  
5. Air show events (aircraft tours),Need Less,Good Amount,Need more,  
,#,#,#,  
''''  
"Survey form version","20220518.v01,,  
End of Form [20220518_1_csv-1],,,,  
''''  
[*** this is exercise traffic ***]
```

- Key items: "2022" must be at the start of the first line of the .csv file that gets turned, and if you open in Excel, the form version is in cell B23

How'd we do: CSV

- Very well!
- Very few problems
 - Missing commas
 - #'s were in separate "cells" should have remained that way
 - Some fax errors
 - Some forget to replace DD, HH, MM etc.

First message received scoring changed

- Originally, any first message response got the scoring
- Last go, pointed out that a proper resend was also ok
- For this exercise and going forward
 - Operator-to-operator: check-in, check-out
 - “last” message is scored; e.g., need to correct check-in msg ID issue
 - Proper resends ok
 - 3rd party plain text and CSV files
 - First message scored, unless proper resend received, then resend it scored
 - Note: includes packet set up, staffing at location, etc. messages.
 - 3rd party forms
 - First message scored, unless proper resend received, then resend it scored

Other items

- One checkpoint send a “read” acknowledge of the Golden Eagle XSCEVENT notice to the Xanadu City EOC
 - That was different event
- Bring to know that during any real event or exercise, there might be other parallel events or exercises that are also using XSCEVENT and City notices.
 - Pay attention the one(s) that pertain to the event you are attending

Summary

- Nice participation for this go!
- Areas for continued practice have been identified

Next practice is posted:

- Will be posted soon.
- Expect third Wednesday start: 15 June

Next UP: Exercise Scorecard

- Reminder, there is no pass or fail
- The scorecard is a tool for indicating areas for improvement

Feedback during last Zoom call

- CSV instructions and form much better organized than last month's. Still need some better wording to avoid "over thinking"
 - Should have been better for May
- Still open issues:
 - Outpost ICS309 and Go-KIT ICS309 do not align on top-of-form information – can this be "rationalized"?
 - Create instructions on exactly where to place "this is exercise traffic" and "REF" information on EOC213RR form.
 - Mark & Tim -> Instructions on when to really use and put in Special Instructions
 - Mark: look to see if needed for other forms
 - Talk to JimO about how to turn static date/time into active date/time in canned messages
 - Talk to JimO about enhanced CSV processing training