



Monthly Packet Message Passing Exercise Review

Period: 11/08/2023 09:00 to 11/15/2023



Santa Clara County ARES®/RACES

Last Updated: 16 November 2023

Author: Mark Laubach, K6FJC

ARES and Amateur Radio Emergency Service are registered service marks of the American Radio Relay League Incorporated and are used by permission.

Messages Passed Summary

Approximate number counts from the Xanadu EOC ICS-309 (as of 21:00):

Assignments sent (total):	24
Participating / dropped / fun / staff:	22 / 2 / 1 / 3
Content Messages exchanged *:	
Form ICS213 (sent / received)	73
EOC213RR (received)	25
Other	241

Thank you for participating in this exercise!!!!

- Excluding DELIVERED: 339 includes resends and testing.
Overall total to/from Xanadu EOC: 610

Practice 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 - 02/22/2020
 - Standard Packet Check-in/Out Message - 09/25/2023
 - Outpost Users Guide, Basics; Version 3.4 | July 2020
 - RACES Recommended Form Routing Cheat Sheet [Rev: 19-Feb-2023]
- Following Directions
- Exercising simulated 3rd party and operator-to-operator messages
 - Check-In and Check-Out
 - XND City Notice retrieval
 - Operator to operator messages
 - 3rd party messages
 - Hand-written forms “handed” to operator via URL to simulate a “complete” form being handed from Principal
 - Operator limited to header (routing form) content and **** this is drill traffic ****
 - URL assignments now will be “given” in operator-to-operator messages and not 3rd party form

How did we do in general?

- Starting message number
 - Most stations got it
 - 3 stations didn't or mistyped
- Check-in and Check-out – minor
- City Notice XND@XSC downloaded and reported by most
 - Very Good, 2 missing reports
- Pumpkin Blues
 - 6 stations missed
- ICS-213 Injury Report went well
- EOC213RR – all but one sent as Immediate
 - 3 stations didn't use simulated voice net
- ICS-309 (packet) and ICS-309 (voice) should have both been turned in
 - 7 stations didn't send Outpost version

The Assignment:

Simulated Scenario for this month's exercise: you have been assigned as a packet radio operator for a Xanadu Thanksgiving Festival Kiosk. Your kiosk is located on a corner at the intersection of Charles Street and Santa Rosa Avenue. Kiosks provide services to the attending public such as event information, emergency reporting, minimal first aid, water bottles, and more. Your kiosk manager is Linus Van Pelt.

Your tactical number: 21
Your role: Packet Radio Operator for Thanksgiving Festival Kiosk 21, you can shorten to Kiosk 21
Your Tactical Call Sign is: XND021
Your message prefix is: X21
Starting message number: 2100
SCC Event Position[**]: Primary_Station_test
Incident Name: Xanadu Thanksgiving Festival
Activation Number: XND-23-1108P
Your BBS: Use your normal primary/secondary. There is no simulated-down BBS for this exercise
Xanadu EOC mailbox: XNDEOC@W1XSC.ampr.org (primary)
XNDEOC@W4XSC.ampr.org (secondary)
XND EOC activation period: From Wednesday, 11/08/23 09:00 until Wednesday, 11/15/23 17:00
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).

Check-In Acknowledged

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

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

**** This is drill traffic ****

2) This month's practice will simulate forms being handed to you by your manager available as PDF via URL.

- 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.

3) This practice may put some notes into the forms for various fields. A note to you is bracketed by "<" and ">" signs. For example, you may see:

"<enter your simulated field post address>"

Simply, replace the brackets and the note text with the requested text for that field, do not include the brackets and the instruction text.

4) In any messages you are asked to transmit:

- a) If you see an "XX" (double-X), replace the XX with your assigned tactical number.
- b) Replace any "DD" with the actual day value that you are transmitting the form for the practice.
- c) "HH" and "MM" with current 24-hour clock hour value and the current minutes value
- d) If you see a "+time" add the correction to the current time. For example, if the form has "HH:MM+3h", use your current time plus 3 hours, or "08/DD/2022+tomorrow", would be enter tomorrow's date for the DD replacement.
- e) If you see a "+2h", add two hours to your current time.
- f) Replace any "##" with an integer number.

5) Send a routine plain text message to XNDEOC with the subject of "pumpkin blues" with the message of "Linus says, The Great Pumpkin didn't come again." and add the drill traffic line from instruction 1). Xanadu EOC's receipt of this message moves you to the next step in the exercise.

[20231108 1-check-in-ack]

Abbreviated review (again) for this month

- Packet manager still way busy with real work
- No 3rd party message content scoring this month
- Review limited to what is necessary for participation logging
 - Message headers were processed
 - ICS309 turn-in
- Participants will have to self-assess their own content

ICS-213 Injury Report

MESSAGE FORM		Origin Msg #: ² <input type="text"/>	Destination Msg #: ³ <input type="text"/>
▶ For paper: use ballpoint pen – blue or black ink only (See back for instructions)			
Date ¹ :	Time (24hr):	Handling ⁵ (✓one): <input type="radio"/> Immediate (ASAP) <input type="radio"/> Priority (< 1hr) <input checked="" type="radio"/> Routine (< 2hr)	
<input type="text" value="11/02/23"/> (mm/ud/yy)	<input type="text" value="11:00"/> (0001 to 2400)	This Message Requests You To ⁶ :	
		TAKE ACTION (✓one): <input type="radio"/> Yes <input checked="" type="radio"/> No	
		REPLY (✓one): <input type="radio"/> Yes, by <input type="text"/> <input checked="" type="radio"/> No	
T O	ICS Position: (required) ⁷	F R O M	ICS Position: (required) ⁸
	<input type="text" value="OPS Chief"/>		<input type="text" value="Kiosk Manager"/>
	Location: (required) ⁹		Location: (required) ⁹
	<input type="text" value="XND EOC"/>		<input type="text" value="Kiosk XX"/>
	Name: (optional)		Name: (optional)
	<input type="text"/>		<input type="text" value="L. Van Pelt"/>
	Telephone #: (optional)		Telephone #: (optional)
	<input type="text"/>		<input type="text"/>
SUBJECT: ¹⁰ <input type="text" value="Injury Report"/>			
REFERENCE (e.g., Number of earlier msg.): ¹¹ <input type="text"/>			
MESSAGE: ¹² (what, when, where needed; how long; contact name and phone number - KEEP MSG BRIEF)			
<p>A Mr. Johnson fell while crossing a sidewalk and sprained his left foot. Paramedics treated him and he left under his own power. He admitted his missed a step because he did not have his eye glasses.</p> <p>Complete report will be submitted on form In136-XND-06(Rev3).</p> <p>**** This is drill traffic ****</p>			

- Comments or questions?

EOC213R



County of Santa Clara
 Emergency Operations Center (EOC)
Resource Request Form 213RR

COMPLETED BY REQUESTOR

1. Incident Name		2. Date Initiated	3. Time Initiated	4. Tracking Number <i>(Completed by OA EOC)</i>	
Xanadu Thanksgiving Festival		11/00/23	11:00 AM		
5. Requested By <i>(name, agency, position, email, phone)</i>		How to use the EOC Form 213RR			
Linus van Pelt Kiosk Mgr. Xanadu Public Works Lpelt@xanadu.gov 669-555-1894		Purpose	The EOC 213RR is used to request non-mutual aid supplies, services, personnel, teams, equipment, utilities, fuel, facilities, or any other resource or incident management activity required from the Operational Area (OA.)		
		When to use	The Form 213RR may be used anytime during any Operational Period. If the OA EOC is not activated the Duty Officer will serve to coordinate the request.		
		Prepared by	Any EOC position or agency requesting resources from the OA		
		Approved by	Section Chief of the requesting EOC or Supervising Official at requesting agency		
		Routed to	Planning Section → Logistics Section → Finance/Admin Section → EOC Director → Logistics Section		
		Filed with	Logistics Section Resource Tracking Unit / Planning Section Documentation Unit		
		User Notes	The Form 213RR is a two-sided form. Side one is completed by the requestor. Side two is completed by the OA EOC. Please check that both sides are available.		
6. Prepared by <i>(name, position, email, phone)</i>					
Same					
7. Approved by <i>(name, position, email, phone)</i>					
Linus van Pelt					
Signature:					
REQUESTED RESOURCE DETAILS					
	8. Qty/Unit	9. Resource Description <i>(kind/type, if applicable)</i>	10. Arrival <i>(date/time)</i>	11. Priority	12. Est'd Cost
un	6/cases	water bottles	+2h	Now <input type="radio"/> High (0-4 hours) <input checked="" type="radio"/> Medium (5-12 hours) <input type="radio"/>	

Summary

- Nice participation for this go!

Next practice will be posted “soon”:

- December 13th to December 20th

Note: consensus on October Zoom call was to start Nov and Dec on 2nd Wednesday due to conflicts with respective holidays and work travels.

Next UP: Exercise Scorecard

- Reminder, there is no pass or fail
- The scorecard is a tool for indicating areas for improvement
- Only message headers and forms turn-in was scored – no content was scored