



Monthly Packet Message Passing Exercise Review

Period: 09/21/2022 09:00 to 09/28/2022 17:00



Santa Clara County ARES®/RACES/CRU

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Location: Alternate EOC

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Simulated Shelters and Messages Passed

Approximate number counts from the Xanadu EOC ICS-309 (as of Wed.):

Shelters assigned (total):		23
Participating / staff:		18 / 4
Content Messages exchanged *:		
	Form AH Status Form	20
	Form EOC213RR	20
	Form RACES-MAR	20
	Other	340
	Courtesy	4

Thank you for participating in this exercise!!!!

- Excluding DELIVERED:, includes resends and testing.
Overall total to/from Xanadu EOC: 400

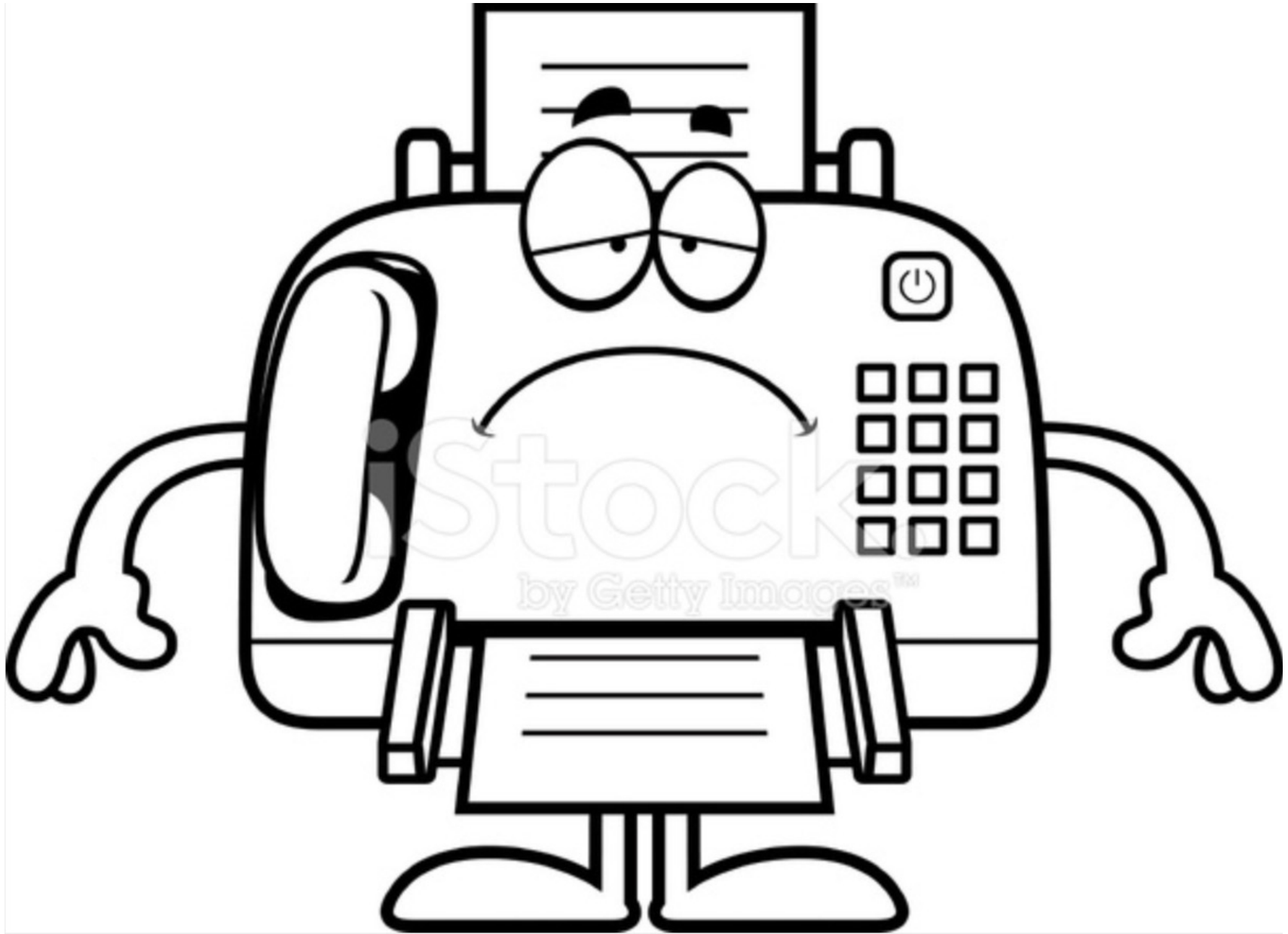
Exercise Objectives

- 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 - 02/22/2022
 - 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 using new form
 - XND City Notice retrieval
 - URL-based “handing” of form to operator using xanadu-city.org
 - XSC Allied Health Facility Status Form
 - EOC-213RR sending
 - XSC RACES Mutual Aid Request
- In addition
 - Outpost configuration
 - Challenges for form completeness, minute details, typos (dang, auto-correct)
 - Following instructions

How did we do in general?

- City Notice XND@XSC downloaded, some of you missed it; did you notice multiple?
- Message Numbering: Several stations did not set X## as tactical prefix but used XND in Subject line when transmitting pre-printed PDF forms that had XND. Similar for prefilled Header Date: and Time: . This was an oversight when preparing the printed forms and we will leave message header fields blank in future months.
- All messages should have unique *numbers*, even your check-in/-Out
- Radio Routing Cheat Sheet and Outpost 161G form defaults work
- The EOC213RR should have been “fax machine” copied Field # by Field # from EOC style form (handed via URL) into the ARES/RACES form sent via packet
 - Several FAX machine errors
 - We need an Ambulance for a patient transport, there are 8 minor injury patients
- RACES-MAR should have been “fax machine” copied Field # by Field #
- ICS-309 task number and task names: some issues; use correct Field Post number; operational period has a known software issue
- Only 4 courtesy messages (script parsing for common mistakes)
- Voicemails to EOC about messages and how to obtain technical support
- All in All: too colorful!

Sad Fax Machine



The Field Post Assignment:

Your tactical number: 34

Your From ICS Position: Radio Operator

Your From Location: "Xanadu City Field Post 34". You can shorten to: "Field Post 34" where applicable.

Your Tactical Call Sign is: XND034

Your message prefix is: X34

Starting message number: your_choice

Incident Name: Xanadu City Annual Oktoberfest

Activation Number: XND-22-0921P

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

Simulated physical location: Pick a nearby street intersection and use the street names.

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

XND EOC activation period: From Wednesday, 09/21/22 09:00 until Wednesday, 09/28/22 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, but voice messages are preferred.

You signed up as a: Ref: [2021 Packet Type III Part B course, slide "Standard Packet Subject Line"](#)
Primary_Station_test

How'd we do: City Notice

only “OK”, 6 of 20 no acknowledgement!

- Why were there multiple notices for some of you?
- Did you read them all, and ignore some of them?
- One had formatting issues, was it “unreadable”?
- Default: 8 day auto-expiration on city bulletins
- This is expected in a multi operational period event
- Any bulletin may not be posted before but during your operational period, are you ready for this?

How'd we do: Starting Status

- Check-in Ack & Welcome
- URL "handed to you" method explained
- Reminder on DD, HH, MM replacements
- Added +time instructions
- First URL message
- Note about "<" and ">" notes to you

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 location 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.

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+3h", use your current time plus 3 hours, or "08/DD/2022+tomorrow", would be enter tomorrow's date for the DD replacement.

4) Assignment: Your Field Post Manager just "handed" you a form. Download the form, then enter the information in the appropriate PacketItForm and transmit. The URL is:

```
https://xanadu-city.org/20220921/921_AHFacStat.pdf
```

5) Note: This exercise may put some notes into the forms for various fields. A note 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.

```
[20220921 1-check-in-ack]
```


XSC Allied Health Facility Status

- Message Numbering as discussed: Several stations did not set X## as tactical prefix but XND in Subject line (when transmitting pre-printed PDF form that had a preprinted XND number); both counted as **OK**. Did you have to change settings for this, or how did you override that?
- Telephone figures: area codes were different
- Fax machine: predicated vs. predicted. Patentients. Oporator. Aspirated H. Devoiced trailing E. Bummer, some left those fields totally off the form instead of making a typo.
- Mostly fax machine issues and forgetting “**** this is exercise traffic ****”

ICS-213RR

- Telephone figures!
- Header Date: Time: vs. Field 2 Date: Time:
- XDHM replacement issue, math on + 6 hours
- Mostly fax machine issues

RACES MAR Mutual Aid Request?

Requested By	Name: Dr. Auto Pangloss
	Contact: auto.plangloss@xanadu-city.org
Approved By (Authorized agency official)	Name: Dr. Auto Pangloss
	Contact: auto.plangloss@xanadu-city.org, 555

- Mostly fax machine issues
- Email was spelled wrong, one operator put a note in

Summary

Nice participation for this go!

Next practice will be October 19 2022, 3rd Wednesday

- There could be pumpkins?

Next UP: Exercise Scorecard

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

Scorecard

- This time the scorecard looks a bit like this

