

## **Region 9 Army MARS Training Topics**

**\*\*\* ATTEND - PARTICIPATE – ASK QUESTIONS - WE ALL NEED TO GET INVOLVED \*\*\***

**Training Topic** – NCS & ANCS responsibilities

**Lesson Intent.** NCS Profesioncy

In a deviation from the normal Phone Bridge Sessions I will be providing all members a chance to performa as an **NCS**. The objective of this training will be to Qualify members on SL 1-11

Correctly perfoming duties as Net Control Station (NCS).

All attending members will have a chance to perform the duties of the NCS and ANCS.

See attached script a a guideline to correctly working through the task of being an NCS.

Reference: Army MARS SOP paragraph 14-6.d.

Army MARS scheduled or emergency nets are directed by a Net Control Station. The NCS may be assigned or may be drawn from the net participants in the absence of the assigned NCS or ANCS.

Army MARS NCS direct all net operations; this includes opening a net, ensuring operation in accordance with Army MARS policy and procedure, directing message traffic relay, directing net activities to relocate or extend to alternate assigned frequencies, ensuring that appropriate training is conducted in accordance with their state/command training program, and other appropriate network activities.

As Army MARS members we are all required to understand basic Net Control Station functions and responsibilities, and be prepared to assume duties as either as a NCS or as an ANCS as required.

Net Control Stations direct and control the operation of all our nets, both on the radiotelephone and digital modes; they are responsible for circuit discipline within a net.

The authority of the NCS extends only to the operation of the net and does not allow jurisdiction over local administration of individual stations within the net. What does this mean in practice?

For example, in extreme cases, an NCS may direct a difficult station to close or refuse them entry into a net. Any recommendation for disciplinary or administrative action must come from the SMD. Example, a station attempts to check-in with an invalid or otherwise questionable callsign. The NCS could refuse to allow them to enter the net and direct the station to leave the frequency. Any follow up action would come from the SMD. Another way to look at it is that even if the NCS is wrong, he is right for that net. He may be told never to do that again by CAM or the SMD, but the NCS rules for that net only.

Decisions made by the NCS are final within their scope of authority.

NCS assignments and location will be based on operational requirements.

The state director makes NCS assignments within the state.

State directors within a region jointly recommend NCS assignments for regional nets to the area coordinator for approval.

State directors are responsible for providing standardized training to all members designated as an NCS within their state, thus ensuring all network operations are conducted within approved MARS guidelines and procedures.

### **The NCS is responsible for:**

- 1.** Opening and closing the net at the scheduled times.
- 2.** Directing network activities in accordance with published Army MARS operational requirements.
- 3.** On voice networks, the NCS will identify the network a minimum of once every hour and query additional check-ins using standard MARS net procedures.
- 4.** If the NCS does not identify the net within 2 minutes past the hour, any member monitoring the net should assume the duties of the NCS and operate the net until relieved by the regular NCS.
- 5.** Think of how many times you've sat and listened to the "painful silence" beginning at one minute past the hour, and finally feeling relief when someone else steps up to the plate.
- 6. What if you had to do it for real?**
  - Initiating and terminating radio silence as required. Recall from our proword training the proper way to initiate and lift radio silence is by the use of the prowords "SILENCE" and "SILENCE LIFTED".
  - Limiting transmissions to essential length.
  - Expeditiously clearing all traffic on the net. We've talked a little about message precedence .
  - Conducting MARS training.
  - Resolving disputes incident to traffic handling and net procedure.
  - Correcting procedural discrepancies.

### **Question. Think about this:**

1. How does a good NCS handle a situation where someone makes an obvious procedural error?
2. Ensuring that activation and deactivation reports are prepared and submitted as outlined in the Army MARS National Emergency Operations Plan (OPLAN).
3. Ensuring all members checking into the net are authorized users of the frequency.
4. Maintaining a master station log more commonly referred to as a radio station log, for each net. The radio station log is used to record MARS operational information and to provide data for the monthly MARS participation report. Radio station logs will be retained a minimum of one calendar year.

**The minimum information a radio station log will record is as follows:**

- DATE TIME. Time of opening the net or station in DTG format.
- STATION CALLED. Call sign of the station called.
- CALLED BY. Call sign of the station calling.
- FREQUENCY. The frequency used in KHz for HF and MHz for VHF.
- MESSAGES SENT. The number of messages sent.
- MESSAGES RECEIVED. The number of messages received.
- TIME END OF CONTACT. Time of closing the net or station.
- REMARKS. Any remarks or notes.
- OPERATOR INITIALS. Operators should initial the log to authenticate the log entries.

**Finally, what are the duties and responsibilities of the ANCS? Well that's pretty easy; they're exactly the same as those of the NCS.**

1. To ensure continuity of control, an Alternate Net Control Station is appointed.
2. The ANCS aids the NCS in the operation of the net, reporting any errors or omissions in the callup or traffic reports, acting as a relay station, noting inaccurate net procedures, and aiding the NCS in procedural training discussions.
3. The ANCS is expected to shadow the actions of the NCS. Bottom line is that the ANCS must be prepared to assume the duties of the NCS at anytime and that transition must be seamless, i.e. the power goes out at the NCS location and the ANCS immediately steps in and continues net operations.

In a past Training Session we discussed network procedures are to be practiced until they become second nature to us. These procedures provide the framework within which we accomplish our mission that is to provide reliable, secure, speedy communications support to the agencies we are called upon to support.

**NCS CHECK LIST**

**1. Open Net - M9T DE AAR9-- Over**

- Build Roster - Accept All Traffic Listings
- Ask for Relays
- Accept Late Check-ins
- Assign ANCS
- Send Roster
- List Alt Frequency

**2. Net Business**

- Assign Traffic
- Do Training
- Send Broadcast - If Available
- Make the net Free - Only after Net Business is Complete - **M9T DE AAR9-- THIS IS A FREE NET, OUT**

**3. Close Net - M9T DE AAR9-- Close Down, OUT**

**4.**

# NCS SCRIPT

*Note: Full call sign's are required until members are checked in.  
NSC will use there full call sign when doing check-ins  
After check-ins are complete NCS may use abbreviated call sign  
when conducting net business.*

## OPENING THE NET

**M9T M9T(NET DESIGNATOR) DE AAR9\_\_ OVER**

**(MEMBER REPLIES)**

**DE AAR9\_\_ OVER**

**DE AAR9\_\_ OVER**

**DE AAR9\_\_ OVER**

**DE AAR9\_\_ OVER**

**(YOUR REPLY)**

**DE AAR9\_\_**

**AAR9\_\_**

**AAR9\_\_**

**AAR9\_\_**

**AAR9\_\_, OUT**

**M9T DE AAR9\_\_ ARE THE ANY RELAYS?, OVER**

**PICK UP RELAYS AND ADD THEM TO THE ROSTER**

**(YOUR REPLY TO THE NEW STATIONS OR RELAYED STATIONS RELAYS)**

**AAR9\_\_ DE AAR9\_\_<ncs>**

**YOU FOLLOW (IF ONLY ONE, TELL THIS STATION WHO HE/SHE**

**FOLLOWS ON THE ROSTER), OUT**

**OR**

**AAR9\_\_ <last check in>**

**AAR9\_\_**

**AAR9\_\_ <1st heck in DE AAR9\_\_<ncs> YOU FOLLOW AAR9\_\_ IN THE**

**ROSTER, OUT**

**(IF MORE THEN ONE, LIST THEM IN REVERSE ORDER AND BEORE**

**SAYING OUT TELL THE FIRST STATION WHO HE/SHE FOLLOWS ON**

**THE ROSTER)**

**M9T DE AAR9\_\_ ASK STRONG STATIONS TO MAKE A NET CALL**

**AAR9\_\_ MAKE A NET CALL, “OVER” (IF YOUR WANT A WILCO), “OUT” IF YOU**

**DO NOT WANT A REPLY**

**M9T DE AAR9\_\_ ASSIGN AN ANCS AND INSTRUCT THAT PERSON TO MAINTAIN**

**THE ROSTER AND REPORT BACK WHEN IT CAN BE SENT BY DIGITAL TO THE NET**

*Note: If conditions are poor or there are many areas represented in*

*the net you may assign more than one ANCS*

**M9T DE AAR9\_\_ ASSIGN A MEMBER CHECKIN TO THE POSITION OF REPORT OFFICER**

**M9T DE AAR9\_\_ ASK IF THERE IS A CHECK IN THAT HAS ALE CAPIBILITIES, IF SO**

ADD THIS INFORMATION TO THE ROSTER AND ASSIGN THE MEMBER TO THAT POSITION

**M9T DE AAR9\_\_ ANNOUNCE TO THE NET THE ALTERNATE FREQUENCY**

**NOTE: AS YOU TAKE CHECKINS RECORD TRAFFIC FOR EACH STATION**

- **ANY TRAFFIC ABOVE ROUTINE STOP AND HANDLE THESE FIRST**
- **THE NET TRAFFIC SHOULD BE HANDLED BEFORE ANY FURTHER NET**

**BUSINESS**

AT HIS POINT IN THE NET YOU SHOULD DO SOME TRAINING

WHEN ALL NET BUSINESS IS COMPLETE YOU CAN PUT THE NET ON FREE STATUS

**M9T DE AAR\_\_ THE NET IS FREE MEMBERS MAY CALL ONE ANOTHER WITH OUT GOING THRU NET CONTROL, OUT**

YOUR CHOICE IF YOU WANT TO ALLOW STATION TO CLOSE EARLY

**M9T DE 9\_\_ STATIONS MAY CLOSE AT WILL, OUT**

WHEN THE NET TIME IS OVER

**M9T M9T DE AA9\_\_ THANK YOU ALL FOR CHECING IN AND PARTICIPATING, CLOSE DOWN, OUT**

IF DURING THE NET YOU NEED TO ASSIGN ANOTHER MEMBER TO TAKE THE MCS POSITION

**AAR9\_\_ DE AAR9\_\_ <ncs> ASSUME CONTROL – MAKE SURE THAT HE NEW NCS HAS A COPY OF THE ROSTER AND ANY OTHER IMPORTANT INFORMATION FOR THE NET BEFOR SAYIN, OUT**

THE NEW NCS WILL REPLY WITH**AAR9\_\_<**

**ncs> DE AAR9\_\_ ASSUMING CONTROL, OUT**

IT MAY BE A GOOD IDEA AT THIS POINT FOR THE NEW NSC TO MAKE A NET

**CALL TO SEE IF ALL THE MEMBERS THAT ARE N THE ROSTER ARE STILL ON THE  
NET.**

**M9T(NET DESIGNATOR) DE AAR9\_\_ OVER**

**DE AAR9\_\_ ,OUT .....**

**COMPAIR THIS LIST WITH THE ROSTER YOUR WERE GIVEN AND IF IT IS  
DIFFERENT HAVE THE ANCS CREATE AND SEND A NEW ROSTER.**