

Region 9 Army MARS Training Topics for “phone bridge” use

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

TRAINING TOPIC – RJMOG SOP

SESSION INTENT – With the release of the new RJMOG SOP (Standard Operating Procedures) we are going to devote this training session into an understanding of the structure and individual positions that make up this group of positions. There is no TT attachment, have the currently released RJMOG SOP available for viewing reference.

EXPECTED TIME TO DELIVER – 55 Minutes

REFERENCES - SOP 15-2 - CA-NV AMARS INFO GATHERING & REPORTING PLAN – REGION 9 RJMOG

CONTENT OUTLINE & KEY POINTS –

- 1. Duty Officer -** Has overall responsibility for everything that happens on the net. Checking traffic Coming into and going out of the region. Replying to any tasking not for all members.
- 2. Net Control station(s) -** Runs the net, takes check-ins, directs traffic, etc.
- 3. Alternate Net Control.** This station assist the NCS with all aspects of the net.
- 4. Reports Officer(s)** as needed. This station receives reports from other stations and consolidates Them into an ACP-127 message addressed to the station from the tasking message.
- 5. Minor Relay Station.** This station can have ALE or station manager and ms-dmt. This station moves Traffic From the Region to the higher nets and brings traffic back to the Region.

SOP 15-2 - CA-NV AMARS INFO GATHERING & REPORTING PLAN

(Excerpt From the above listed SOP)

REPORTS OFFICER

Officer, a temporary assignment which may be made in the course of network operations to any CA/NV AMARS member willing and capable to perform the following:

- i.** Acknowledge assignment as Report Officers (RO) from the State Operations Officer or Net Control on net M9A.
- ii.** Notify Net Control on net M9A when assuming RO duty.
- iii.** Report status of activates to Net Control on net M9A hourly,including:
 - 1.** List of reports due to be submitted in the following hour;
 - 2.** List of data items still required for reports to be submitted in the following hour (locations should be identified by FIPS, ICAO or other approved codes only and should not be described in plain language); and,
 - 3.** List of reports to be submitted in the future but not in the coming hour.
- iv.** Accept items of information from other stations via net M9A.
- v.** Compile items of information into properly formatted Response to Request for Information (RRI), WXOBS, County Status or GENADMIN messages in accordance with instructions received from higher headquarters.
- vi.** Transmit the above report messages timely to arrive at their destination by the Last Time Information of Value (LTIOV) date time or in accordance with any other instructions received from higher headquarters.
- vii.** Prior to ending a shift of duty as RO, identify and make contact with the station assuming RO duty next, and make sure the on coming RO has, or if necessary provide the relieving RO with, the following information:
 - 1.** List of reports due to be submitted in the following hour
 - 2.** Current partial drafts of reports to be submitted in the following hour, containing all information compiled so far
 - 3.** List of reports to be submitted in the future but not in the coming hour.
 - 4.** Copies of all Operation Orders (OPORDs), RIs, and any other message traffic that specifies current or future reporting requirements.
- viii.** Before being relieved from RO duty, contact Net Control on net M9A and advise:
 - 1.** That the station is securing from Reports Officer duty;
 - 2.** The station that will be assuming Reports Officer Duty;
 - 3.** That the station assuming Reports Officer duty has been briefed as provided in (vii), above.

SOP 15-2 - CA-NV AMARS INFO GATHERING & REPORTING PLAN

(Excerpt From the above listed SOP)

g. HOLDING REPORTS OFFICER: During periods of Sustained Network

Operations (SNOP) the M9A net may close down for some periods. In order to ensure continuity of operations, the closing NCS will assign a station as Holding Reports Officer (HRO), who will:

i. Prior to net closing, contact the previous RO and obtain the following information (same as an ordinary RO-to-RO hand off):

- 1.** List of reports due to be submitted at a later time;
- 2.** Current partial drafts of reports to be submitted in the following hour, containing all information compiled so far;
- 3.** Copies of all Operation Orders (OPORDs), RIs, and any other message traffic that specifies current or future reporting requirements.

ii. Check into net M9A when it reactivates and pass the above information to the oncoming RO.

SOP 15-2 - CA-NV AMARS INFO GATHERING & REPORTING PLAN
(Excerpt From the above listed SOP)

NET CONTROL, NET M9A

- i.** Upon assuming Net Control, refer to published schedules or make a net call as necessary to determine if a Reports Officer is already on duty.
- ii.** If no Reports Officer is on duty but one is scheduled, contact that station and direct it to assume Reports Officer duty.
- iii.** If no Reports Officer is on duty and none is scheduled, or if the scheduled station is unreachable, assign another willing and capable station to assume Reports Officer duty and provide that station with any available report tasking messages.
- iv.** Route all RI messages or other Operations Orders (OPORDs) requiring information gathering and reporting to the duty RO.
- v.** Direct stations to gather and report back information needed for reports by appropriate means, such as contact with Amateur Radio stations, monitoring of information broadcasts, etc.
- vi.** Route all station reports of information relevant to pending reports to the Reports Officer by voice or data. Sensitive information such as casualty information will be handled digitally and encrypted. Locations identified by FIPS or ICAO codes will not be described in plain language.
- vii.** Route reports from the Reports Officer to a Minor Relay or other station capable of forwarding the report to its destination. Reports will be encrypted and transmitted digitally in ACP-127 CODRESS format, with the message body in the format specified in the original RI or OPORD.
- viii.** Upon notification that the Reports Officer is securing, contact the oncoming Reports Officer, direct the oncoming RO to assume RO duty, and ensure the oncoming Reports Officer is in receipt of all necessary information per (f.vii) above.
- ix.** If the M9A net will be closed for a period of time, identify a Holding RO (as described in 5.g., above) who will hold all pending RIs, RRIIs and other reporting obligations, check into the net when it reactivates and pass that information to the initial RO on the reconvening net.