



going on. By doing so, you will only frighten away the station being investigated. If you have DF equipment and 147.600 receive capabilities, talk to a club officer about participating in these activities. Above all, DO NOT TRANSMIT, and DO NOT DISCUSS this matter, ever, on the repeater. The success of this operation is dependent on cooperation

## **GENERAL INFORMATION**

When operating on a repeater system, always listen for a few minutes before transmitting to ascertain whether or not the system is being used. Possibly a net, emergency traffic, or some other activity or contact is in progress and no one is transmitting at the time you turn to the frequency.

If you are not familiar with the operation of a particular repeater system - and all differ slightly - you can easily learn by listening to the repeater for a short while. A contact will run much smoother and be much more enjoyable if you're familiar with the system's operation.

the incident, the repeater should be reopened to normal traffic. In either case, the base station or mobile station that responded to the call should verify with the originating station that authorities have been notified.

Above all else, make sure that you have all **information** in an emergency situation, and include all required information. Often, in an attempt to handle traffic quickly, time is lost due to the lack of information or to incorrect details. Keep calm and think about what you are doing in order to avoid mistakes and confusion.

## INTERFERENCE

Interference is frustrating and sometimes downright irritating, whether it is natural or malicious. Some interference, such as that caused by distant stations working another repeater on the same frequency pair, is unavoidable and you have to do the best you can under the circumstances.

If the interference is intentional, DO NOT acknowledge it. By mentioning the fact that you are being interfered with, you're letting the troublemaker know that he's bothering you and this only serves to inflate his ego. If left alone, he will eventually go away. Either ignore the intentional interference and talk over it, or clear the repeater, but don't mention it!

## STOLEN RADIOS

Occasionally, a transmission is heard on the repeater that appears to be a CB operator talking in "CB lingo". Often, this represents a stolen amateur radio being operated by a non-ham that purchased or otherwise obtained the equipment. There are designated operators on frequency who are experienced in engaging such individuals in conversation to keep them on the air while others use direction finding equipment to track them down. Should you hear such transmissions or conversations, usually carried on without proper call signs and in violation of customary procedures, DO NOT USE THE REPEATER YOURSELF. Listen to what is going on, but DO NOT BREAK IN to inquire as to what is

# W9LJ PROCEDURES AND REPEATER OPERATOR'S GUIDE

*The LCARC is proud to offer its membership and amateurs at large, three repeater systems covering Lake County. These general procedures are submitted as a club project and are intended to impart the philosophy of the club.*

Remember the repeater is monitored by folks of all ages and language should be appropriate for the entire family.

## RULES OF ORDER FOR GOOD OPERATING PRACTICES

1. No Profanity
2. No Personal Attacks against others
3. Content (Try to stay away from topics concerning politics/religion, etc. Remind people that this repeater is supported by numerous club members who support the repeaters who may not share the same views).
4. Must ID every 10 minutes.  
Stations not following the "Rules of Order or Good Operating Practices may have the repeater turned off.

The spirit and intent of the LCARC repeaters shall forever remain in the Public Interest. The LCARC shall have the right, after open discussion and voting, to admonish in whatever manner it deems reasonable, any person found to be violating established rules of order or good operating practices.

## PROCEDURES

English is our common language. Please do not use Q signals on phone. They have no place there. QRX, QRT, QSO (what is a Q-SO?), QSY and others, have no meaning on phone, only CW. Say "stand by", or "wait", or "I am leaving the air" or "thanks for the contact", or "changing frequency". Reserve all CW Q signals for the CW bands.

Use common sense in your every day operating habits. The term "destinated" is not in any dictionary of American English and has no place on the air. Using terms "here" or "there" or using the plural form of verbs

is equally rude (how many times have you said, "We are running an XYZ 2000 here". Does it take more than one person to operate a HT?. Remember, we are supposed to be well-versed in communications, even in times of emergency and this means the ability to communicate information clearly.

Using "station not heard" or "negative contact with N9XYZ" shows ones lack of understanding of repeater communications. No answer to your call requires no further comment.

When you need to spell out something, use the correct form of the Phonetic Alphabet. It should not be necessary to spell except when passing traffic.

Hold the microphone an acceptable distance from your mouth so as to not over deviate the audio. Most modern "mikes" hold ambient noise levels down even with car windows open, so please do not shout or "swallow" your microphone. Use of the term "2 meter" is atrocious. You cannot take your "2 meter" with you. You can take your two-meter radio with you. The two-meter band, two meters is fun, I have a two-meter rig for sale, you should know when the terms are singular, or plural. Proper phraseology shows your understanding of the hobby.

Don't be afraid to let someone know when they have been heard, even if you cannot "stay" long. Always offer assistance in whatever manner prudence will allow. In short, **USE THE CLUB REPEATER**, it is yours!

1. The principal use of the repeater is to extend the range of a mobile; at least that was the theory in the beginning. Obviously this has changed; however, one does not have to use 50 - 100 watts of RF to a 20-dB gain outdoor antenna to access the repeater from one's home. The 20-dB antenna with 10 watts of RF has an Effective Radiated Power of 200 watts. Use the minimum amount of power to capture the system effectively.
2. In order to initiate a contact on a repeater, a station normally gives the call of the station he wished to contact, or some type of general call, followed by his call. If a station is looking for someone for a specific reason, such as a directions or motorist aid, he should mention his intention in his original call. An example of such a call would be: "This is WB9XYZ could someone give me directions to South Lake Mail from 1-80 and Cline Ave.?" You should give all necessary infor-

## EMERGENCY PROCEDURES

The following procedures are established to provide uniformity in handling Emergency and Priority traffic on the repeater. These procedures are mandatory for repeater users.

Initially, a station with emergency or priority traffic should break into a contact at the first possible opportunity, using either the words "EMERGENCY" or "PRIORITY", as appropriate followed by his call. The stations in the contact should immediately turn the system over to you. Come back and give the nature of your traffic as clearly and completely as possible. State what type of assistance is needed, the location and other pertinent information, so that an appropriate stations will answer. An example of a suitable call would be:

"This is WB9XYZ; is there a base station that can call the State Police for a traffic accident on Cline Ave. at 1-80? An ambulance is needed."

As soon as a station declares that an emergency exists, repeater operation becomes a controlled net, and only transmissions pertaining to the emergency are permitted. All stations will stand-by unless they are able to assist. If a base station does not respond to the call, any mobile with autopatch capabilities should respond. The station declaring the emergency shall act as net control until all traffic pertaining to the incident is completed. Stations will not transmit without the permission of the net control until he has cleared the frequency.

### IN CASE OF ACCIDENT

1. Identify the incident (two-car accident)
2. Location
3. Direction (Northbound) state specific lane if applicable
4. Property damage and/or personal injury (two people injured)
5. Is traffic blocked? (Blocking traffic two left lanes.)

The responding station should notify the Indiana State Police or local authority.

If the station at the scene deems the incident serious enough to warrant staying at the scene until authorities arrive, the repeater will remain as a directed net. If, however, the station leaves the scene after reporting

## PRIORITIES OF COMMUNICATION

Due to the large number of people using the repeater, it is desirable to establish priorities for the various types of communications heard. This will allow the best service for the greatest number of users. It is recognized that Amateur Radio is a hobby, but since the primary purpose of our repeater is emergency and priority traffic, some rules and regulations are absolutely mandatory.

The following priorities have been established for the repeater:

1. **EMERGENCY TRAFFIC** - Has absolute priority over all other types of traffic! It is for this reason that breaking stations will be allowed to enter a contact immediately. All stations should keep the frequency clear until the emergency traffic has been completed. Emergency traffic is that which pertains to the life and safety of a person.
2. **PRIORITY TRAFFIC** - Communications having to do with urgent situations where life and safety are not at stake, such as a stalled car that is off the highway, not blocking traffic needing road assistance.
3. **PERSONAL ASSISTANCE TRAFFIC** - This can include such things as giving traffic information to someone who is lost, make **a telephone call for someone who** is going to be later than expected, etc.
4. **REPEATER TESTING AND MAINTENANCE** - Stations are requested to refrain from transmitting during repeater testing and maintenance unless requested to do so by the people performing the testing, unless they have emergency, Priority, or Personal Assistance traffic to pass. All other tests by individual amateurs should be conducted after prime repeater time.
5. **NORMAL CONTACTS** - This is the normal operating mode of the repeater system.

mation in your first call. Unlike other modes of operation, repeaters have many devotees who monitor whenever they are home, but do not particularly want to engage in a conversation with anyone. By stating the purpose along with your general call, you are much more likely to get a response.

3. Every operator is requested to pause for the beep tone between transmissions to allow time for other stations to break into a contact. The main reason for this is to permit stations having emergency traffic to break in as soon as possible. If you need to break into a contact in progress, simply state your call during this pause, and give the reason for breaking in, e.g. "WB9XYZ, may I make a short call" or "Emergency, WA9AAA". On the repeater, stations wishing to enter the conversation have priority over the repeater and are to be allowed access immediately.
4. The FCC requires the station's identification every ten minutes and at the end of your contact. It is not necessary to repeat every station's callsign on every over. Doing so simply wastes valuable repeater time to no purpose. You have the option of not giving the call of the station that you are working.  
  
An example of identification: You have a fifteen-minute contact. You would identify every ten minutes and at the end of your contact. In this case you would identify twice in fifteen minutes. Once at the end of the first ten minutes, and finally at the end of your contact as you sign off. This discussion is thorough in most ARRL publications.
5. If engaged in a multiple mobile station round table, always remember to turn it over to a specific station. Nothing is more frustrating than having to wait and guess whose turn it is to transmit, then have two stations double for the next transmission. When turning it over to the next station, you do not have to list all calls. Merely mentioning the name of the next station, such as "Go ahead Mike", should suffice.
6. It is not possible to cover all possible situations encountered on the repeater in this guide, so operators must use their own good judgment in many instances. Above all, remember that courtesy and consideration of fellow repeater users is of utmost importance.