

Oregon ARES Fall SET-2020 Exercise Plan (EXPLAN)

Oregon ARES Fall SET-2020

Official Sponsoring Exercise: David Kidd, ARRL Oregon Section Manager

Official Conducting Exercise: David Kidd, Oregon ARES Section Emergency Coordinator

Exercise Date/Time: 03 October 2020 / 0800 – 1300 PDT

Exercise Purpose: The Oregon ARES Simulated Emergency Test (SET) for Fall 2020 is intended to evaluate the capability of individual ARES Units to employ personnel, deployed or at their home stations, in an environment that requires personal protective equipment (PPE), distancing between personnel, and personal and environmental sanitation procedures. Because of these constraints, fewer ARES personnel will be able to operate at traditional station locations. This may require establishing alternative RF links (VHF and UHF -- repeater and simplex), employment of less common RF modes (10 meter, 6 meter, HF NVIS, 2 meter SSB, etc.) for tactical communications, and the setup of temporary equipment/go-kits at home locations. It may also require establishing simplex nets in the ARES Unit area of responsibility (AOR), and the use of different repeaters, or employment of temporary (portable) repeaters. Use of WINLINK between the Oregon Section and ARES Units, and within ARES Unit AORs is strongly encouraged.

Although the description above describes a pandemic situation, the knowledge and skills tested can be applied to any situation where there is restricted mobility in the AOR, limited access to facilities, or situations where protective equipment needs to be deployed (such as a fire or volcanic eruption). This exercise also allows simulation of long-term events with adjusted staffing requirements.

Exercise Objectives -- ARES Units:

1. Activate ARES Units and deploy ARES Unit personnel in conditions requiring public health protective measures and in accordance with the ARES Unit published activation/mobilization plan. Check in with Oregon Section and adjacent county ARES Units.
2. Establish local nets (using repeaters and/or simplex) for voice and digital data communications. Utilize all available bands and modes for tactical communication and document their effectiveness.
3. Establish and maintain check-in and status reporting schedules for all ARES Unit stations and individual stations participating. Discontinue reporting schedules upon direction of the ARES EC or designated ARES Unit officer.
4. Pass traffic (a) from supported and partner agencies to intended recipients and (b) necessary to support ARES administrative requirements. Log all communications.
5. Upon direction of Oregon Section, demobilize ARES personnel and facilities.

Situation: ARES Units across Oregon will be activated in order to pass emergency information for partner and supported agencies, and for ARES administrative traffic.

1. No overarching initiating event scenario will be used for Oregon ARES Fall SET - 2020.
2. ARES Units will be activated for the exercise by a telephone or email communication from an exercise Controller to the ARES Unit EC.
3. Personnel deploying to normal stations will respond from their home location following the unit's normal method for notification of activation. Alternatively, they may pre-stage (prior to STARTEX) at their assigned station, but there will be an exercise time delay based on individual travel times from home. No station equipment in normally-unstaffed communications centers will be used until the actual or simulated arrival of the personnel assigned.

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4. Personal distancing, PPE, and sanitation procedures will be performed according to plans already in place for each ARES Unit and in accordance with:
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>
5. Exercise controllers will excuse personnel if health and safety procedures are not followed. Staffing assignments may be limited by the number of players a venue can safely accommodate.
6. Only message traffic from supported and partner agencies who have a signed MOU/MOA with the ARES Unit will be passed during the exercise. Information in the message must be cleared by the agency for use in the exercise. (ARES Units should not be put into situation where they “speak for” an agency.)
7. Where ICS forms are required, use standard ICS forms from FEMA or WINLINK as appropriate.

Exercise Events: *[Draft examples of activities indexed to Section Exercise Objectives.]*

Obj.	Task	Condition	Standard
1	A. Activate ARES Unit and deploy personnel to assigned locations, or activate at their home stations.	Upon receipt or ARES activation notification by the SEC, District Manager, Exercise Controller, or other authorized person.	-- IAW ARES Unit SOP/Plan. -- IAW Fall SET - 2020 EXPLAN.
1	B. Test all station radio and administrative equipment, logging results and noting discrepancies.	Activity performed as part of ARES Unit activation.	IAW ARES Unit SOP/Plan.
1	C. Establish radio contact with adjacent county ARES Units.	Activity performed as part of ARES Unit activation.	IAW pre-arranged contact procedures.
1	D. Establish, monitor, and maintain public health pandemic safety measures. Log activities performed.	Activity performed as part of ARES Unit activation and operations.	IAW ARES Unit health and safety policy, State requirements, and CDC guidance.
2	A. Use normally available bands/modes to establish and maintain tactical networks: <input type="checkbox"/> 2m Simplex <input type="checkbox"/> 2m Repeaters <input type="checkbox"/> 70cm Simplex <input type="checkbox"/> 70cm Repeaters <input type="checkbox"/> <Other>	Following activation of ARES Unit.	IAW with ARES Unit Communications Plan.
2	B. Establish and maintain HF communications with ARES Section/State OEM: <input type="checkbox"/> HF Voice <input type="checkbox"/> HF Data <input type="checkbox"/> 2m Digital <input type="checkbox"/> <Other>	Following activation of ARES Unit.	IAW with ARES Unit Communications Plan.

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Obj.	Task	Condition	Standard
2	C. Test the effectiveness of Amateur bands for tactical communication (a) within the ARES Unit AOR and (b) immediately adjacent ARES Units. <input type="checkbox"/> 10m Voice <input type="checkbox"/> 6m Voice <input type="checkbox"/> 2m SSB <input type="checkbox"/> <Other>	Following activation of ARES Unit.	IAW with ARES Unit Exercise Communications Test and Evaluation Plan.
3	A. Establish and maintain check-in and status reporting schedules for all ARES Unit stations and individual stations participating.	Activity performed as part of ARES Unit activation and operations.	IAW ARES Unit SOP/Plan.
4	A. Pass simulated emergency traffic (a) to and from supported and partner agencies and (b) ARES Oregon Section. Log all communications. [All subject headings shall contain the text "This is an exercise message."]	Activity performed as part of ARES Unit activation and operations.	IAW ARES Unit SOP/Plan.
4	B. Pass traffic necessary to support ARES administrative requirements. Log all communications.	Activity performed as part of ARES Unit activation and operations.	IAW ARES Unit SOP/Plan.
5	A. Demobilize ARES personnel and facilities. <input type="checkbox"/> Secure all equipment and return deployed equipment to appropriate storage locations. <input type="checkbox"/> Log any malfunctioning or damaged equipment. <input type="checkbox"/> Conduct Hot Wash within 24 hours of ENDEX using ARES net.	Upon direction of the SEC, District Manager, or other authorized person.	-- IAW ARES Unit SOP/Plan. -- IAW Fall SET - 2020 EXPLAN.
5	B. Contact adjacent county ARES Units to inform them of estimated time of demobilization.	After receipt of ENDEX order, but prior to securing stations and equipment.	IAW pre-arranged demobilization procedures.

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Acronyms and Abbreviations	
AAR	After-Action Report
ACS	Auxiliary Communications Service
AOR	Area of Responsibility
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
ARRL	American Radio Relay League
C/E	Controller/Evaluator
EC	Emergency Coordinator (ARES)
EXPLAN	Exercise Plan
FEMA	Federal Emergency Management Agency
GMRS	General Mobile Radio Service
HSEEP	Homeland Security Exercise and Evaluation Program
ICS	Incident Command System
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MSEL	Master Scenario Events List
NGO	Non-Governmental Agency
NTS	National Traffic Service (ARRL)
OEM	Office of Emergency Management
RF	Radio Frequency
SEC	Section Emergency Coordinator (ARES)
SM	Section Manager (ARRL)

Definitions	
Controller	An individual who manages exercise play and monitors the pace of the exercise. Controllers may prompt or initiate certain player actions to maintain exercise pace and flow.
End of Exercise (ENDEX)	An event (or announcement) that concludes an exercise.
Evaluator	An individual chosen based on their expertise in the functional areas to observe and collect exercise data, and analyze results.
Exercise	An event or activity -- delivered through discussion or action -- to develop, assess, or validate capabilities to achieve planned objectives.
Exercise Planning Team	Individuals who are responsible for the design, development, conduct, evaluation, and improvement planning for an individual exercise.
Exercise Sponsor	An individual or agency that funds and hosts the exercise.

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Definitions	
ICS Forms	Forms obtained from official FEMA download sites, or “clone” forms available through WINLINK.
Inject (noun)	A Master Scenario Events List event introduced to a player by the control staff, representing non-playing entities, to build the exercise environment based on the exercise scenario and to drive operations-based exercise play.
Master Scenario Events List	A document or system that is a chronological timeline of expected actions and scripted events to be injected into exercise play by controllers to generate or prompt player activity. It ensures necessary events happen so that all objectives are met. Larger, more complex exercises may also use a procedural flow, which differs from the MSEL in that it contains only expected player actions or events. The MSEL links simulation to action, enhances exercise experience for players, and reflects an incident or activity meant to prompt players to action.
Objective	An item with a distinct outcome that an entity/organization wishes to achieve during an exercise. An objective should be: specific, measurable, achievable, relevant, and time-bound (SMART).
Participant	A player, facilitator/controller, evaluator, simulator, actor, observer, VIP, media, or other staff member involved in conducting an exercise.
Partner Agency	An entity, often an NGO, which is assisted by the ARES Unit, or which assists the ARES Unit.
Player	An individual that has an active role in the exercise by either discussing or performing a regular role and responsibility in response to a scenario.
Safety Controller	An individual responsible to ensure that the exercise is conducted in a safe and secure environment.
Start of Exercise (STARTEX)	An event that marks the official beginning of an exercise.
Supported Agency	The entity supported by ARES or other volunteer communications organizations. The relationship is formally established in a MOU or MOA between the agency and the volunteer organization. The ARES Unit (or individual positions filled by ARES members) is listed in the agency’s emergency plan, table of organization, or similar documents.
Trusted Agent	A representative of an organization participating in an exercise. The trusted agent supports the exercise planners by providing specific information on capabilities, personnel, procedures, and the relationships with supported and partner agencies. The trusted agent does not share exercise details with his/her unit prior to the conclusion of the exercise. The trusted agent may be a controller or evaluator during the exercise.
Venue	A location where exercise activity is taking place.
WINLINK	A worldwide radio messaging system that uses amateur-band radio frequencies and government frequencies to provide radio interconnection services that include email with attachments, position reporting, weather bulletins, emergency and relief communications, and message relay.