

# Alabama Day Net

## Net Control Station Procedure

1. The Alabama Day Net is a member of the ARRL National Traffic System and it meets every day of the year. The net begins with a traditional "informal session" that starts at about 9:30 AM local time and lasts until the "formal" net session is opened at 10:00 AM. During the informal session the NCS makes a list of all stations checking in and allows each one some time to make comments to the others. Almost any topic may be opened for discussion, so long as it complies with FCC regulations in regard to decency. However, the NCS should guide the group away from any topics that might become offensive to listeners or lead to a quarrel.

2. The most important responsibility of the NCS is to assure the net is called. NCS operators agree to perform this duty on a regular schedule, usually one day per week. The NCS operator is expected to make arrangements with another operator to fill his shift when he will not be available. If a replacement can not be arranged, then the net manager should be notified.

3. It is important for the NCS to call the formal session on time. Synchronize your clock with WWV and make every effort to call the formal session within 60 seconds of 10:00 AM. This might require that you issue a "2 minute warning" or limit a station's comment time as formal net time approaches. On days when check-ins are light, NCS should resist the urge to begin early. NTS specifies the start time to coincide with it's operating schedule and there may be stations with traffic that are depending on the net to be there on time.

4. The emissions mode used by ADN is suppressed carrier LSB phone ( J3E ). The primary frequency of the ADN is 3.965 MHz. The backup frequency is 7.243 MHz. NCS stations are authorized to make frequency changes that are required by band conditions or interference. Frequency changes made on the same band should be limited to no more than +/- 15 KHz. Keep in mind that other nets may be operating and will most likely be on 5 or 10 KHz increments in frequency. If you call for a frequency shift, assign a station to remain on 3.965 MHz to inform everyone who shows up later. This station should also be able to monitor net so he will know when to secure.

NOTE: Intentional interference should usually be tolerated and go unrecognized by the NCS. Moving the net frequency or commenting on the situation will usually encourage the continuation of malicious interference. If the situation recurs notify the net manager.

5. NCS operators should make an effort to guide the net in standard NTS net procedures. This simply means that a station affiliated with the NTS in any area could participate and feel "at home". ADN should provide an environment in which newcomers may learn basic traffic handling skills and also helps maintain our readiness to respond in time of emergency. Information about NTS operations is contained in the ARRL Public Service Communications Manual, Section II, Chapter 5. This document is available on the internet at <http://www.arrl.org/FandES/field/pscm/> . All NCS operators should be familiar with the entire contents of this manual.

6. The NCS should obtain a liaison to the NTS 5th Region Net. This is the ADN link to nationwide traffic flow. If a volunteer does not come forward then NCS should perform this function.

7. The NCS should maintain the following records for each net session that he calls and promptly report them to the net manager.

- a) The date

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- b) The number of stations that checked in
- c) The number of messages that were handled
- d) A list of liaison stations going to each respective net
- e) A list of new stations that checked in (not on the net roster)

This information may be sent as a message via amateur radio in standard radiogram format. Prompt reporting of sessions at the end of each month is very important. It allows monthly net reports to be made to the section management in a timely manner.

8. During emergencies the ADN will be combined with the ATN-M and the AEN and placed under the direction of the Alabama Section Emergency Coordinator. The SEC and the STM will provide instructions to all net managers involved as to time of operation and net objectives. If possible the ADN will be allowed to hold it's formal session at 10:00 AM. Listen on 3.965 MHz for emergency instructions and inform the ADN net manager if you are available for emergency NCS duty.

9. A script is used as a call to order and to provide direction to a net. There have been several different versions of the ADN script. Although all of these get the job done it is desirable that a common script be used by all NCS operators. A net script that is suggested for your use is included as part of this document. It is important to read the script in a manner that is both easy to understand and businesslike. Failure to do this gives listeners the impression that the NCS operator is incompetent. Proper use of the script will eliminate omissions, convey a professional quality to the NCS operation, and attract participants.

**NOTE: Print the net script and roster and keep them with your station records. When events forecast by Murphy's law strike, you will be prepared to complete your NCS mission.**

**(if anything can go wrong it will)**

**(words in parenthesis are intended as help for the NCS and should not be read aloud as part of the script)**

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## - ALABAMA DAY NET SCRIPT -

Calling the Alabama Day Net.

This is amateur radio station \_\_\_\_\_ located in \_\_\_\_\_ county.

My name is \_\_\_\_\_ and I will be the net control station today.

The Alabama Day Net is a section net in the ARRL National Traffic System and is a directed net.

This net meets daily at 10:00 AM local time on 3.965 MHz.

You do not have to be a member of this net to participate. All stations are welcome.

At this time are there any stations with emergency or priority traffic?

**(process this traffic immediately)**

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Are there any relays for stations with emergency or priority traffic?

Is there a station that will serve as the Region 5 net liaison today?

The net acknowledges \_\_\_\_\_ Thank you

Is there a station that will serve as our liaison to the M net today?

The net acknowledges \_\_\_\_\_ Thank you.

At this time any station with formal written traffic to list please call.

**(List and prioritize traffic. If none go to request for relays) \***

Is there a station on frequency that can handle traffic for \_\_\_\_\_ .

**(call for each one listed in the order of it's priority)**

\_\_\_\_\_ call \_\_\_\_\_ and pass your traffic for \_\_\_\_\_ .

**(use the RN5 liaison for out-of-state traffic)**

**(Repeat this procedure until the traffic list is completed)**

Is there any additional formal written traffic for the net?

Are there any relays for stations with formal traffic? \*

Any station with business or announcements for the net please call now.

Does anyone have informal traffic?

**(Informal words between stations who check in may be delayed until after the net concludes in order to expedite the session)**

This completes the formal net session. Region 5 liaison stations are excused and may proceed to that net when time requires you to go.

The net will now take check-ins from any additional stations.

The net recognizes \_\_\_\_\_. Any other station wishing to check in please call now.

**(repeat as needed)**

Does anyone have comments for the net?

Are there any additional check-ins?

Is there anything this net can do for anyone before we close?

Thanks to everyone for your participation in the net today.

73 and you may secure.

At \_\_\_\_\_ AM this session of the Alabama Day Net is closed and this frequency is now available for regular amateur use.

This is \_\_\_\_\_ Clear.

**(SEND NET REPORT TO NET MANAGER)**

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If any NCS operators have suggestions for changes to improve this script, the Net Manager will be happy to hear them. This order of business was chosen for the following reasons:

As NCS, we should strive to achieve:

- a) The formal business is established at net opening time and directed to conclusion in as brief a time as possible.
- b) The script provides an opportunity to secure a liaison for each companion traffic net. One or two liaisons are sufficient to handle our traffic load and region net policy discourages more than two reps from any single net. NCS stations should not suppress a station wishing to volunteer for liaison duty, but neither should they encourage more participation than is required. Once you have filled the slot, move on.
- c) Fifth Region Net liaison stations are dismissed as soon as possible after all traffic has been handled.
- d) Stations who check in after 10:00 AM are not required to make lengthy individual comments. This should encourage those stations who want to participate strictly as a "traffic handler" to do so.
- e) An opportunity is given for any station that checks in to make comments if he so desires. Some NCS operators dismiss each station individually, giving them a chance to comment at that time. This is an acceptable practice that is a carry over from CW traffic nets that do not have an informal session. If you as a NCS wish to dismiss stations individually, then it is suggested that you omit any request for comments after the formal session. You should also keep in mind that some operators don't want to make lengthy comments. A courteous 73 is sufficient from anyone.

Ham Radio is a hobby and should be fun. At the same time it is a technical and procedural activity that requires self discipline and compliance. Have fun in the early bird session and be as informal as you wish, but at 10:00 AM use businesslike conduct.

Use the script in a manner that provides order and direction to the net and creates an atmosphere where traffic handlers can practice their skills with pride.

The hobby, the NTS, and the Alabama Section will benefit from that. After all, we are likely to be monitored by anyone at any time, and your voice is the only image a listener has of you.

**THANKS FOR YOUR SUPPORT. WITHOUT DEDICATED NCS OPERATORS THE ADN CANNOT EXIST. YOUR CONTINUED SERVICE IS VITAL. IT PROMOTES A PUBLIC SERVICE FUNCTION THAT IS THE PRINCIPAL REASON OUR HOBBY IS PERMITTED BY THE GOVERNMENT.**