

Fremont CERT/ARES Radio Message Form

Instructions

Does your message include:

Who gets this message for action? Who requested the action/needs reply? What is needed? How much is needed? When is it needed? Who takes delivery of requested items? Any special circumstances such as fire, hazmat, victims?

[HX] Handling Abbreviations

HXA – (Followed by number) “Collect” telephone delivery authorized by addresses within (X) miles. If no number is sent, authorization is unlimited.

HXB - (Followed by number) Cancel message if not delivered within (X) hours of filing time; service (notify originating station).

HXC – Report date and “time of delivery” (TOD) to originating station.

HXD – Report to originating station the identity of the station/s who delivered & relayed the message plus date, time, and method of delivery.

HXE – Delivering station to get and send reply from addressee.

HXF – (Followed by date in numbers) Hold delivery until (specified date).

HXG – Delivery by mail or telephone. If toll call or other expense involved, cancel message and send service message to originating station.

Precedence Guidelines

Emergency: Any message having life and death urgency to any person or group of persons or life threatening fire or structure collapse.

Priority: For important messages having a specific time limit, emergency-related traffic NOT of the utmost urgency.

Welfare: An inquiry as to the health & welfare of an individual in the disaster area or an advisory from the disaster area that indicates all is well.

Routine: Most traffic in normal times will bear this designation and should be handled last.