Message Numbers for Riverside County RACES

The format:
- XXDDMMHHMM
- XX= *Two letter city code*
- DD *two digit day*
- MM *two digit month*
- HHMM *the time in 24 hr. format*
- The time used for a received message is the time the message was received.
- The Time for a sent message is the time it was ready to be sent.
- Example as message sent from Norco to PEOC on June 1ˢᵗ at 1315

- **NR01061315**

- That same message received at PEOC at 1322 the receiving message would be: **PE01061322**

- *Remember on our ICS309 we track both then sender's number and the receiver's number*

- Message number for digital formats like Winlink, FlDigi, Packet, Etc. as we all know those systems generate a message numbers that makes no logical sense.

- To overcome that so that we can track messages more easily we will use the subject line as follows: *"Subject: message number, **P** for priority or **R** of routine, a brief description of the subject"*

- For example a Winlink message sent by Indio to EEOC

- The subject line would read:

- **IN01061930, R, location of shelters**

We use prowords to clarify or to identify what comes next so that the receiver knows what to expect.

We also use Prowords to get something we missed without having to have the whole message repeated.

The proper use of prowords greatly expedites the sending and receiving of a message properly.

They can save time when transmitting a message by voice.

Common Prowords

Say Again...
Word after...
Word Before...
All After...
All before...
All between...
I say again- *to repeat for clarity or to correct an error*
Address -*as in address one two three main street*
I spell-- *I spell too or tango Oscar Oscar (always spell words that sound the same)*
Initial *– initial D or delta*
Initials group – *initials group R A C E S or Romeo Alpha Charlie Echo Sierra*
Amateur Call- *Amateur Call W6CDF or whiskey six Charlie delta foxtrot*
Mixed Group- *a group of letters and numbers (AD123bc3)*
Mixed Group Figures- *a group of numbers followed by letters (12ABC3)*
Figures- *a group of numbers only (456987)*
Telephone number- *Typically 10 digits (760-555-1212)*
Break- *used to separate lines or parts of a message*
End Of Message- *lets receiver know nothing else is to follow*
Roger- *means received or understood it <u>does not mean</u> YES*
Affirmative *= YES*
Break Break-*Means emergency message to follow*
Standby-*means not ready*
GPS Coordinates- *(33.772778 or 33 deg 46 Min 22 seconds North)*

<u>**Some words to always Spell:**</u>

To-too-two	**Do-Due-Dew**	**Fairy- Ferry**	**Awed- odd**	**Mary- Merry- Marry**
Be- bee	**Hairy Harry**	**Caught-Cot**	**Chalk- Chock**	**Rot- Wrought**
Hawk- Hock	**Stock- Stalk**	**Hostel- Hostile**	**Hear- Here**	**By-Bye-Buy**

Riverside County RACES

District and City Code for message numbering

PEOC	PE	Lake Elsinore	LE
EEOC	EE	LaQuinta	LQ
Aguanga-Anza	AA	Menifee	MN
Banning	BN	Moreno Valley	MV
Beaumont	BE	Mountain	MT
Blyth	BY	Murrieta	MU
Calimesa	CM	Norco	NR
Cathedral City	CC	Palm Desert	PD
Coachella	CO	Palm Springs	PS
Corona	CR	Palo Verde	PV
Desert Center	DC	Perris	PE
Desert Hot Spring	DS	Rancho Mirage	RM
Diamond Valley	DV	Riverside	RV
Indian Wells	IW	Temecula	TM
Indio	IN	Temescal Valley	TV
Jurupa Valley	JV	Shelters	S(a-z) *
Hospital Net	HN	POD	P(a-z)*
		(Point of Distribution)	

- For Shelters and PODs they will be assigned S or P followed by a letter not to duplicate those in use. The assignment will be made when the shelter or POD is activated. For PODs do not use D,E,S,V
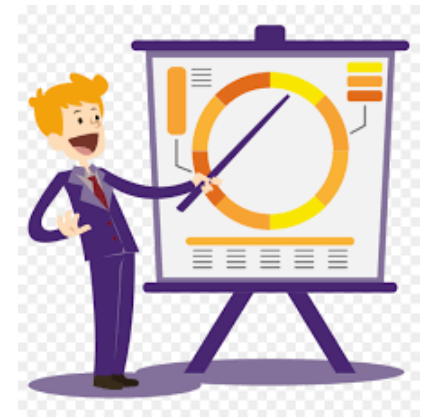
DESERT R.A.T.S.

R A T S

Message Passing Basics
Feb 20,2024

Scott Morse KC6SKM

What you will learn about

- Standard Message Numbers for Riverside County
- Prowords and how to use them
- Phonetic Alphabet
- Some Best Practices for Formal Message Passing

Message Numbers for Riverside County

- We needed a standard message numbering format to use across all of Riverside County

- One format for all messages

- Easy to remember and easy to use

- Can be used for both paper forms and Digital formats

Message Numbers for Riverside County

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Important Information

Riverside City and District Codes

- **SAMPLE:**
- Palm Springs   **PS**
- PEOC   **PE**
- Cathedral City   **CC**
- Indio   **IN**
- Norco   **NR**
- Shelter   **S(a-z)***
- POD   **P(a-z)***   *do not duplicate one already assigned

Message Numbers for Riverside County

Example as message sent from Norco to PEOC on June 1st at 1315

NR01061315

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Message Numbers for Riverside County

Message number for digital formats like Winlink, FlDigi, Packet, Etc. as we all know those systems generate a message numbers that makes no logical sense.

To overcome that so that we can track messages more easily we will use the subject line as follows: *"Subject: message number, **P** for priority or **R** of routine, a brief description of the subject"*

For example a Winlink message sent by Indio to EEOC

The subject line would read:

 IN01061930, R, location of shelters

QUESTIONS
about Message Numbering?

Message Passing Basics

ARRL NTS manual has much more detail on message passing. Chapter 2 is the most relevant chapter and is a good reference Some of the information there only applies to the NTS system but most of it can be applied to message passing in general

Prowords

- We use prowords to clarify or to identify what comes next so that the receiver knows what to expect.

- We also use Prowords to get something we missed without having to have the whole message repeated.

- The proper use of prowords greatly expedites the sending and receiving of a message properly.

- They can save time when transmitting a message by voice.

Prowords

Can you say that again?

Say Again…
   Word After- say again word after…
   Word Before- say again word before …
   All After – say again all after …
   All Before- say again all before….
   Between – say again all (or word) between … and …

I Say Again – to repeat for clarity or to correct an error

Prowords

- **Address-** Address one two four Main Street
- **I Spell** – to I spell T O or Tango Oscar
- **Initial -**A or Alpha
- **Initials Group-** ABC or Alpha Bravo Charlie
- **Amateur Call**- W6CDF or Whiskey Six Charlie Delta Foxtrot
- **Mixed Group**- a group of letters and numbers (AB124DF)
- **Mixed Group Figures** – a group of numbers followed by letters (12AB3)
- **Figures**- A group on numbers   (784597.5)
- **Telephone number**- 760-555-1212 Typically a ten-digit number
- **Break**- separate lines or parts of a message
- **End of Message** – lets receiver know there is nothing else to follow

Prowords

- **Roger-** means received or understood does <u>not</u> mean YES
- **Affirmative** – YES
- **Negative** – no or not understood
- **Break Break-** means emergency message to follow
- **Standby -** not ready

Some Words to always spell

Two- To -Too
Be – Bee
Hairy – Harry
Fairy – Ferry
Awed – Odd
Mary – Merry – Marry
Caught – Cot
Chalk - Chock

Do - Due - Dew
Sawed – Sod
Rot – Wrought
Hawk –Hock
Stock – Stalk
Hostel – Hostile
Hear- Here
Steel-Steal
Can you think of others?

Introductory Prowords

By using an introductory Proword the receiver has an idea of what format they will be expected to copy

- **Email Address-** myname@server.com

- **Internet Address-** www.desertrats.us

- **GPS Coordinates-** 116.35.12W, 25.16.120N

Qualification Prowords
(used with in a group)

- **Upper Case**   ABC

- **Lower Case**   abc

- **Example** – *Password:* ForktoUse34
<u>uppercase</u> **F** <u>lower case</u> **ork to** <u>uppercase</u> **U** <u>lowercase</u> **se** <u>figures</u> **three four**

Message passing

- Always send all message starting with the First Block of the form.
- Make sure the receiving station has a copy of the form you are sending. (I am sending one ICS213, message to follow)
- Send in five-word groups and wait for a response before sending more.
- Send all voice messages slowly so that the receiver can write the message down in a legible manner.

Message passing

What if the receiving station does not have a copy of the form you want to send?

You will then need to tell the receiver block number and what it contains (block one Date: November 3, 2025) you would continue that process through the entire form. It will be much slower but that way the information will be received in a proper format.

Message passing

- If handed a written message on a proper form check to see if it complete and ask for any clarification before sending.

- If given a verbal message to send, write it down on the proper form and have requestor review it to be sure the message is what they want sent.

Message passing

- No matter how urgent the message, remember to go slowly and spell when needed, use the prowords and be sure the receiver copies the message.

- It is much faster to send a message slowly the first time, so that it is copied correctly rather than having to repeat the message multiple times.

Message passing

Slow Down

When sending a message by voice remember that the person receiving the message is writing it down.

Send the message no faster then you can write.

By doing this you will get fewer request for repeats or fills

Message passing

- When sending a message to more than one receiving station at the same time select one of the receiving stations to be the pacing station.

- Usually, you will want to pick the slowest station to be the pacing station.

Example: Attention all shelters I have one ICS213 message to send, West Shelter please be the pacing station.

When finished then each station would ask for any fills and give you their receiving message number for your ICS 309 log.

Message passing

Tactical Calls

Tactical Calls are used to identify a specific location or function.

Example: Main Street Shelter, Rover1,

When using a Tactical Call, you still need to use your FCC call sign at the end of your conversation or every 10 minutes.

For example: *This is W6CDF Net Control for XYZ event*

later: *rest stop 2 food is on its way, Net Control,W6CDF*

Message passing

In emergency communications (EMCOM) we always use plain English, <u>No</u> 10 codes or Q codes.

Use only the international phonetic Alphabet. This is to avoid any confusion when passing a message especially under noisy conditions.

*For example: the letter **S** would be **Sierra** not sugar or Sweden or anything else.*

Phonetic Alphabet

A Alpha	AL-FAH		**K Kilo**	KEY-LOH
B Bravo	BRAH-VOH		**L Lima**	LEE-MAH
C Charlie	CHAR-LEE		**M Mike**	MIKE
D Delta	DELL-TAH		**N November**	NO-VEM-BER
E Echo	ECK-OH		**O Oscar**	OSS-CAH
F Foxtrot	FOKS-TROT		**P Papa**	PAH-PAH
G Golf	GOLF		**Q Quebec**	KEH-BECK
H Hotel	HOH-TEL		**R Romeo**	ROW-ME-OH
I India	IN-DEE-AH		**S Sierra**	SEE-AIR-RAH
J Juliet	JEW-LEE-ETT		**T Tango**	TANG-GO

Phonetic Alphabet

continued

U Uniform	YOU-NEE-FORM	**1 One**	WUN
V Victor	VIK-TAH	**2 Two**	TOO
W Whiskey	WISS-KEY	**3 Three**	TREE
X XRAY	ECKS-RAY	**4 Four**	FOW-ER
Y Yankee	YANG-KEY	**5 Five**	FIFE
Z Zulu	ZOO-LOO	**6 Six**	SIX
		7 Seven	SEV-EN
		8 Eight	AIT
		9 Nine	NIN-ER
		0 Zero	ZEE-RO

NUMBERS

Numbers are always said individually

For example 78610 would be spoken:

Sev-en Ait Six Wun Zee-ro

NOT seventy-eight six ten

Practice Time

- I need 203 meals delivered to 44689 2nd Street.
- Call me at 760-555-1212
- Scott can be contacted at   kc6skm@gmail.com
- Please deliver the bees to   be in place by 2 PM.
- There is rot in the wrought iron fence at 32519 Maple St.
- The dew is due to evaporate so I can do my chores too.
- 116.25.32W, 32.12.59N
- The Password needed is: Not2Bcn#4U

Questions?

The only dumb or bad question is the one you did not ask.

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RACES Operations Section Chief

For East County

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