

# CVARC Repeater Use Policy 2011

## Section I

### CVARC, INC. POLICY GUIDELINES REGARDING REPEATER USE

Whereas, CVARC, Inc. has the legal responsibility and power to monitor and control the use of all club Repeaters; and whereas, there is only one currently “Club Sanctioned” Net which is on the 146.625 CVARC, Inc. repeater, it being the “Sunday Night Central Vermont FM Net” at 20:00 hrs local, it was moved seconded and passed on May 5, 2010 by the membership of CVARC, that:

1. Before any “Member in Good Standing” may start, or continue any net, other than the Sunday Night Central Vermont FM Net, on the 146.625, or any other CVARC repeater, they must first submit a request for permission to do so, to the CVARC, Inc. membership and receive an affirmative response.
  2. Any request for permission to start, or continue any net, other than the Sunday Night Central Vermont FM Net, on the 146.625, or any other CVARC repeater, will be required to include submission of the requested net schedule, intended “pre-amble,” and protocol, as well as designate a “Net Manager” who is a “Member in Good Standing” in CVARC, Inc., pledging to be responsible for coordinating and monitoring, “Net Control” operators as well as mentoring them in adherence to the submitted protocol.
  3. Violations of FCC Regulations and non-adherence to CVARC, Inc. approved net protocols will be brought to the attention of the designated “Net Manager” for that net on which such violations occur. Inadequate enforcement, coordination, monitoring, and mentoring by the “Net Manager” shall be brought to the attention of the CVARC, Inc. membership who will take appropriate action. (END)
- Editors Note: This Policy does not address the CVARC 160m (HF) Net.

## Section II

### **Regulations**

The following are sections taken from Part 97 of the FCC Regulations to provide some basic information upon which our Amateur Radio communications operations are based.

#### **Subpart A - General Provisions**

##### **Sec. 97.1 Basis and Purpose**

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The rules and regulations in this part are designed to provide an amateur radio service having a fundamental purpose as expressed in the following principles:

- (a) Recognition and enhancement of the value of the amateur service to the public as a voluntary noncommercial communication service, particularly with respect to providing emergency communications.
- (b) Continuation and extension of the amateur's proven ability to contribute to the advancement of the radio art.

- (c) Encouragement and improvement of the amateur service through rules which provide for advancing skills in both the communication and technical phases of the art.
- (d) Expansion of the existing reservoir within the amateur radio service of trained operators, technicians, and electronics experts.
- (e) Continuation and extension of the amateur's unique ability to enhance international goodwill.

### Sec. 97.7 Control operator required

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When transmitting, each amateur station must have a control operator. The control operator must be a person:

- (a) For whom an amateur operator/primary station license grant appears on the ULS consolidated licensee database, or
- (b) Who is authorized for alien operation by [§97.107](#) of this Part.

[59 FR 54832, Nov. 2, 1994]

## Subpart B - Station Operation Standards

### Sec. 97.101 General standards

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- (a) In all respects not specifically covered by FCC Rules each amateur station must be operated in accordance with good engineering and good amateur practice.
- (b) Each station licensee and each control operator must cooperate in selecting transmitting channels and in making the most effective use of the amateur service frequencies. No frequency will be assigned for the exclusive use of any station.
- (c) At all times and on all frequencies, each control operator must give priority to stations providing emergency communications, except to stations transmitting communications for training drills and tests in RACES.
- (d) No amateur operator shall willfully or maliciously interfere with or cause interference to any radio communication or signal.

### Sec. 97.103 Station licensee responsibilities

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- (a) The station licensee is responsible for the proper operation of the station in accordance with the FCC Rules. When the control operator is a different amateur operator than the station licensee, both persons are equally responsible for proper operation of the station.

- (b) The station licensee must designate the station control operator. The FCC will presume that the station licensee is also the control operator, unless documentation to the contrary is in the station records.
- (c) The station licensee must make the station and the station records available for inspection upon request by an FCC representative. When deemed necessary by an EIC to assure compliance with the FCC Rules, the station licensee must maintain a record of station operations containing such items of information as the EIC may require in accord with Sec. 0.314(x) of the FCC Rules.

#### Sec. 97.105 Control operator duties

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- (a) The control operator must ensure the immediate proper operation of the station, regardless of the type of control.
- (b) A station may only be operated in the manner and to the extent permitted by the privileges authorized for the class of operator license held by the control operator.

#### Sec. 97.111 Authorized transmissions

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- (a) An amateur station may transmit the following types of two-way communications:
- (1) Transmissions necessary to exchange messages with other stations in the amateur service, except those in any country whose administration has given notice that it objects to such communications. The FCC will issue public notices of current arrangements for international communications;
  - (2) Transmissions necessary to exchange messages with a station in another FCC-regulated service while providing emergency communications;
  - (3) Transmissions necessary to exchange messages with a United States government station, necessary to providing communications in RACES; and
  - (4) Transmissions necessary to exchange messages with a station in a service not regulated by the FCC, but authorized by the FCC to communicate with amateur stations. An amateur station may exchange messages with a participating United States military station during an Armed Forces Day Communications Test.
- (b) In addition to one-way transmissions specifically authorized elsewhere in this part, an amateur station may transmit the following types of one-way communications:
- (1) Brief transmissions necessary to make adjustments to the station;
  - (2) Brief transmissions necessary to establishing two-way communications with other stations;
  - (3) Telecommand;

- (4) Transmissions necessary to providing emergency communications;
- (5) Transmissions necessary to assisting persons learning, or improving proficiency in, the international Morse code; and
- (6) Transmissions necessary to disseminate information bulletins.
- (7) Transmissions of telemetry.

[54 FR 25857, June 20, 1989, as amended at 56 FR 56171, Nov. 1, 1991]

### Sec. 97.119 Station identification

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- (a) Each amateur station, except a space station or telecommand station, must transmit its assigned call sign on its transmitting channel at the end of each communication, and at least every 10 minutes during a communication, for the purpose of clearly making the source of the transmissions from the station known to those receiving the transmissions. No station may transmit unidentified communications or signals, or transmit as the station call sign, any call sign not authorized to the station.
- (b) The call sign must be transmitted with an emission authorized for the transmitting channel in one of the following ways:
  - (1) By a CW emission. When keyed by an automatic device used only for identification, the speed must not exceed 20 words per minute;
  - (2) By a phone emission in the English language. Use of a phonetic alphabet as an aid for correct station identification is encouraged;
  - (3) By a RTTY emission using a specified digital code when all or part of the communications are transmitted by a RTTY or data emission;
  - (4) By an image emission conforming to the applicable transmission standards, either color or monochrome, of Sec. 73.682(a) of the FCC Rules when all or part of the communications are transmitted in the same image emission.
- (c) One or more indicators may be included with the call sign. Each indicator must be separated from the call sign by the slant mark (/) or by any suitable word that denotes the slant mark. If an indicator is self-assigned, it must be included before, after, or both before and after, the call sign. No self-assigned indicator may conflict with any other indicator specified by the FCC Rules or with any prefix assigned to another country.
- (d) When transmitting in conjunction with an event of special significance, a station may substitute for its assigned call sign a special event call sign as shown for that station for that period of time on the common data base coordinated, maintained and disseminated by the special event call sign data base coordinators. Additionally, the station must transmit its assigned call sign at least once per hour during such transmissions.
- (e) When the operator license class held by the control operator exceeds that of the station licensee, an indicator consisting of the call sign assigned to the control operator's station must be included after the call sign.

(f) When the control operator is a person who is exercising the rights and privileges authorized by [Sec. 97.9\(b\)](#) of this part, an indicator must be included after the call sign as follows:

- (1) For a control operator who has requested a license modification from Novice Class to Technician Class: KT;
- (2) For a control operator who has requested a license modification from Novice, Technician, or Technician Plus Class to General Class: AG;
- (3) For a control operator who has requested a license modification from Novice, Technician, Technician Plus, General or Advanced Class to Amateur Extra Class: AE.

(g) When the station is transmitting under the authority of [97.107](#) of this part, an indicator consisting of the appropriate letter-numeral designating the station location must be included before the call sign that was issued to the station by the country granting the license. For an amateur service license granted by the Government of Canada, however, the indicator must be included after the call sign. At least once during each intercommunication, the identification announcement must include the geographical location as nearly as possible by city and state, commonwealth or possession.

[54 FR 25857, June 20, 1989, as amended at 54 FR 39535, Sept. 27, 1989; 55 FR 30457, July 26, 1990; 56 FR 28, Jan. 2, 1991; 62 FR 17567, Apr. 10, 1997]

### **Section III**

#### **Recommended Application Form**

The following form is recommended as an outline to follow in the preparation of a request for permission to establish, modify, or discontinue a designated "NET" activity using the CVARC repeaters.

Purpose of Application: Establish (\_\_\_); Modify (\_\_\_); Discontinue (\_\_\_) a "Net" activity.

The net is/will be using the 146.625 Williamstown (\_\_\_) or the 146.820 Cabot (\_\_\_) repeater.

The Net is/will be held: Daily (\_\_\_); Weekly (\_\_\_); Monday/Friday (\_\_\_); Week Ends (\_\_\_) Other: (\_\_\_).

If "Other" please explain: \_\_\_\_\_.

The designated time in 24 hr. format (00:00 hrs.) will be from \_\_\_:\_\_\_ hrs. to \_\_\_:\_\_\_hrs. Local Time.

The purpose of the net will be: (Please write a short paragraph explaining who, what, why, on an extra page.)

The Net Manager is/will be: Name \_\_\_\_\_ Call Sign \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

Assistant Net Manager is/will be: Name \_\_\_\_\_ Call Sign: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

The net is/will be a Formal, Controlled net, (\_\_\_) Informal, Round Robin Type net, (\_\_\_) or, Other (\_\_\_).  
If "Other" please explain: \_\_\_\_\_

If a Controlled net the Net Control Stations will be:

Day of Week: Primary: Call Sign \_\_\_\_\_ Alternate: Call Sign \_\_\_\_\_

Sunday Primary: Call Sign \_\_\_\_\_ Alternate: Call Sign \_\_\_\_\_

Monday Primary: Call Sign \_\_\_\_\_ Alternate: Call Sign \_\_\_\_\_

Tuesday Primary: Call Sign \_\_\_\_\_ Alternate: Call Sign \_\_\_\_\_

Wednesday Primary: Call Sign \_\_\_\_\_ Alternate: Call Sign \_\_\_\_\_

Thursday Primary: Call Sign \_\_\_\_\_ Alternate: Call Sign \_\_\_\_\_

Friday Primary: Call Sign \_\_\_\_\_ Alternate: Call Sign \_\_\_\_\_

Saturday Primary: Call Sign \_\_\_\_\_ Alternate: Call Sign \_\_\_\_\_

If a Controlled net, (\_\_) how many passes through the check-in list will be called? \_\_\_\_\_ and what will be the maximum duration of the net? \_\_\_\_\_.

If an Informal, Round Robin Type net, (\_\_) what will be the maximum duration of the net? \_\_\_\_\_

If an Other (\_\_) please describe you recognition procedure and time limitations. (Add an extra page.)

**Start of the net (Calling the net)** The Preamble text will be as follows: (The following is a sample currently in use; but, please feel free to write your own, keeping this sample in mind.)

This is: (Call Sign) \_\_\_\_\_ [Not in Phonetics], your W1BD Net Control this (morning/evening).

My name is: (First Name) \_\_\_\_\_. I am located in: (Town) \_\_\_\_\_, (State if not VT) \_\_\_\_\_.

The time is: ("Local Time ") 20:00 Hrs. The day is: (Day of the week) \_\_\_\_\_, (Month) \_\_\_\_\_, (Year) \_\_\_\_\_.

Are there any stations with Emergency or Priority Traffic? Over: (pause). [If there are, deal with it first, then continue with the following preamble.]

"The Central Vermont Amateur Radio Club opens this net every Sunday evening at 20:00 hrs., local time, on the W1BD Repeater located on Mt Pleasant in Williamstown, VT operating on a frequency of 146.626 (-) 100 pl. There is also another W1BD repeater in Cabot, VT operating on a frequency of 146.820 (-) 100 pl. All licensed radio operators within range of this repeater are welcome to make announcements of upcoming events, club activities, and other information of interest to amateur radio operators, including the movement of traffic in, out, and around the area, and to share greetings. Please limit your transmissions to 3 minutes."

Stations with traffic please check in now. (pause) [Acknowledge stations' call signs and take notes!]

Any mobile, portable, or short time stations please check in now while still able. (pause) [Acknowledge stations' call signs, as well as their status as mobile, portable, etc., and put the mobiles first. Take notes!]

All other stations wishing to check in to the net please come with your Call Signs now. (pause) [Acknowledge stations' call signs and take notes!]

[Notes: Read the list of check-ins you have recognized to verify Call Signs, (take corrections) then sequentially, as per the above order, solicit comments by Call Sign. Make frequent call-ups for additional check-ins. Run through the list a second time for any further comments if the one hour limit allows.]

[The Net Control will use the W1BD Call Sign when conducting the net and identify the W1BD Call Sign once every 10 minutes. Check-ins will only identify their Call Sign at the end of their transmissions. They will not repeat the W1BD and their own Call Signs when recognized or called upon by the net.]

**End of the net (Closing the net)** The closing text will be as follows: (The following is a sample currently in use but please feel free to write your own keeping this sample in mind.)

Are there any other check-ins or announcements before I secure the net? (pause) [If there are, acknowledge each and allow them to sign in and comment in the order acknowledged with the exception that mobile stations are called first.]

Net Control and CVARC thank all who have checked into this evening's session of the W1BD Central Vermont Amateur Radio Club FM Net.

Please join us again next Sunday when the Net Control will be \_\_\_\_\_ .

Thank you and 73 to all from (Call Sign) \_\_\_\_\_. The Net is secured and this W1BD repeater is returned to its normal use."

#### **Section IV**

##### **General Exercise of Privilege**

The use of public airways is a privilege granted by the Amateur Radio provisions of the Federal law. With this privilege, comes certain expected best operating practices. These practices **encourage** behaviors that are consistent with courtesy, acceptable language, succinct conversation, brevity of message, and high technical standards regarding signal quality and modulation clarity. In other words, **discourage** behaviors such as breaking into or jamming others' transmissions, using profanity or discussing obscene subject matter, rambling endlessly and tying up the repeater without anything to say, not providing a pause between transmissions for others to let you know they need to transmit a message, or operating a rig that is full of noise or cannot provide a clear signal into the repeater that can be easily understood.

The use of polite, clear, and simple language supported by the use of the ITU Phonetic Alphabet when necessary will add to the enjoyment of your fellow "Hams" and help maintain a professional and disciplined image that will foster respect and support from the listening public. Amateur Radio is meant to be a rewarding and satisfying hobby. To the degree we help and encourage each other to respect the privilege and responsibilities that define being a "Ham" it will be a benefit we will always appreciate.

**Section V**

**Validation**

I, Name: \_\_\_\_\_, Call Sign: \_\_\_\_\_ as the requesting Net Manager in this application do pledge to be responsible to the CVARC membership to enforce all protocols contained in this application and to prevent any violations of FCC Regulations and non-adherence to CVARC, Inc. approved net protocols. I will also be responsible for any required reporting, maintenance of rosters, logs, records, coordination, monitoring, and mentoring necessary to make this net conform to all CVARC requirements.

Signature: \_\_\_\_\_, Date: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

Membership Action: Approved (\_\_\_\_) without changes. Date: (\_\_\_\_\_)

Membership Action: Approved (\_\_\_\_) with changes. Date: (\_\_\_\_\_)

Changes:

Membership Action: Disapproved (\_\_\_\_) with recommendations for changes. Date: (\_\_\_\_\_)

Recommendations for changes: