



Garland Radio Amateur Radio Civil Emergency Service

And

Garland Amateur Radio Emergency Service



Check-In Procedure

1. Checking into a Net is part of the standard training procedures. It is, therefore, necessary that each appointee check-in individually. It is unacceptable for units to check-in for one another.
2. You are required to check-in during the "check-in" period and monitor the net. You are expected to be able to check-in via your radio from any location within the city limits of Garland.
3. An alternative would be a "telephone check-in" if you are unable to check-in via the radio. If you encounter a problem such as a busy phone line when trying to connect then contact may be made after training has started but the net must still be in progress and the check-in will be allowed. You may contact the Radio Officer (RO) or any of the other net control stations (NCS) logged into the net. They will notify the net control station that you are monitoring the net to insure you receive credit for training.
4. You may not call to check-in either by radio or telephone prior to the net starting to do a pre-net check-in. The net must be in operation to successfully receive credit.
5. Each unit is responsible for verifying his/her call was recognized during the read-backs. It is an important element of training operators to listen. Please give the Net Control your attention during the Read-Back portion of the Check-in section.
6. Occasions may arise when you wish to monitor a Training Net in the "listen only" mode. You may do this periodically, but if repeated every week, you may lose your credit for the check-in. Training Nets often require interaction and you must be available to interact with the net control or training activity.
7. If you have a temporary school or business conflict on check-in/training nights, the RO may be willing to waive part of your Thursday night check-ins until the conflict is eliminated. You should keep the RO informed of your status on a monthly basis. If the conflict is expected to be longer you should arrange to be placed on inactive status until the conflict is resolved.

The Administrative Assistant Radio Officer (ARO) maintains and publishes the official roster. Questions concerning counts can be addressed with him/her. There are some cases when the count may show a count different than expected. This may be the result of a closing "roll call" of random call signs. Training Nets last one hour or less. You are expected to monitor the Net for its duration. Should the Net Control opt to run a random check before closing the Net and you do not respond to your call sign, your credit for that Training Net will be withdrawn.