

AMATEUR RADIO EMERGENCY SERVICE

NOTE: For this report, an EC is defined as ARRL EC or RACES officer, or whoever has that effective position.

- Item 1: Enter the name of your jurisdiction, ie. county, city or special name.
 - Item 2: The month and year which the report covers, not the date generated.
 - Item 3a: The total number of registered ARES/RACES members, active or not.
 - Item 3b: The number of members actually active in some form for that month.
 - Item 4a: As many names of ARES/RACES nets (only ARES or RACES nets).
 - Item 4b: Total number of nets, for the month, that you operated in.
 - Item 5: The call letters of the person you had assigned for that month for NTS liaison duties.
 - Item 6a: Number of actual ARES/RACES related events.
 - Item 6b: Total man hours (man * hours, note: 1 hour is 45 to 60 minutes, .5 hours is 15 to 30 minutes, less than 15 minutes does not count).
 - Item 7a: public service events such as support of bicycle races, school events, Red Cross, etc. in which a directed net was put into service. These are considered ARES/RACES operation, but count only the ARES/RACES members. These members are also considered **"active"** for that month.
 - Item 7b: Total man hours (same rules as 6b).
 - Item 8a: Emergency operations are defined as- a. the local EM calls a non-drill operation, b. the state or other governmental jurisdiction officers declares a disaster or emergency operation, ie. Pentagon, 911 failure, Floyd flood were bonified emergency operations.
 - Item 8b: Total man hours (same rules as 6b)
 - Item 9a: TOTALS of 6a, 7a, and 8a.
 - Item 9b: TOTALS of 6b, 7b, and 8b. DO NOT INCLUDE ADMIN HOURS
 - Item 9c: Your time with paperwork, admin duties etc. This is counted separately from the labor hours.
 - Item 10: Your comments, news, changes, etc. if any.
- Sign the form and trim it or fold it up and send it to your DEC. Electronic (ie. packet or e-mail) reports should contain only the item number and the value for that number, one to a line, **with** the name, title and callsign on the bottom.