ASSIGNMENT LIST (ICS 204)

1. Incident Name:	2. Operational Period:		3.
Kawailani ‘Ino Hawaii (Drill)	Date From: 04/16//2022	Date To: 04/16/2022	**Branch: Honolulu**
	Time From: 0900	Time To: 1200	**Division: Leeward**
			Staging Area: N/A

4. Operations Personnel: Name — Contact Number(s)

Operations Section Chief: Michael Miller, KH6ML (808) 375-0949

Branch Director: Kurtis Mabe, WH6KM (808) 225-8386

Division/Group Supervisor: Stacy Holbrook KH6OWL (808) 224-0344

5. Resources Assigned:		# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information
Resource Identifier	Leader			
L. District Hub	Stacy Holbrook KH6OWL, HUB	1	(808) 224-0344, VHF Simplex 146.4450 Winlink P2P 145.090	Kapolei,, 2 VHF Simplex, VARA FM VARA HF
Ewa Plain Relay Station, Leeward Spoke	Todd La Vine, KH6TOD, RADO	1	(808) 224-8707, VHF Simplex 146.445, Winlink P2P 145.090	Ewa Beach, VHF Simplex, VARA FM If Needed
Waianae, Makaha Relay Station, Leeward Spoke	George LeCompte, WH6DBA, RADO	1	(808) 497-4611, VHF Simplex 146.445, Winlink P2P 145.090	Waianae, VARA FM, VHF If Needed
Leeward Spoke	Dominik Bogda WB2CAT, RADO		VHF Simplex 146.445, Winlink P2P 145.090	Makakilo, VARA FM VHF

6. Work Assignments:

- Net control will manage check in/out on 2m Simplex, copy traffic and direct the net within the Leeward Area.
- Leeward EOC (HUB) will receive voice/Winlink messages and forward to Oahu-EOC. (Voice traffic that is not immediate should be converted to Winlink ICS-213 and forward to the Oahu EOC).
- Transmit forms/appropriate traffic via Winlink RMS or via other available pathways.
- Hubs Copy EAM and NWS bulletins and re-transmit to spokes.
- Hubs take voice messages from spokes, based upon their injects
- Hubs may need to convert voice traffic into Winlink form/format.
- Hubs relay confirmation of message receipt sent by EOC to spokes as needed.
- Spokes with Winlink RMS or HF capability may confirm receipt directly.

7. Special Instructions: Net Control may forward immediate/emergency traffic directly to Oahu-EOC based on the precedent of the message to get immediate assistance. Routine and reporting traffic will be forward to the Leeward EOC via Winlink for accuracy and speed in transmission. Net Control will maintain ICS-214 Activity logs and submit them at the end of the exercise to North District EOC. (Recommend using the Winlink version of the form so you can easily send when completed). Voice spokes listen to hubs and other stations to determine the signal quality. Relays are encouraged as needed. Any station with HF capability may participate in HF net instead of or in addition to Hub nets. Always check out of EMCOMM nets prior to leaving the frequency, and check back in upon return. Use ITU phonetics as needed.

8. Communications (radio and/or phone contact numbers needed for this assignment)**:**

Name/Function	Primary Contact: indicate cell, pager, or radio (frequency/system/channel)
Stacy Holbrook / Leeward Division	146.535 W Simplex / 808-224-0344 (M)
/	
/	
/	

9. Prepared by: Name: Stacy Holbrook Position/Title: Division Supervisor Signature /S/Stacy Holbrook