

Field Team Message Form Usage

Search and Rescue teams are composed of a radio operator/scribe who waits outside and 2 or more members who do the searching. Radio Supplies: a clip board, a map, Field Team Message Forms, a radio and an assigned Channel.

Assume that you are on a search and rescue team that needs to report to the command post.

- You are tactical call-sign **Lar Rieu SAR 1**. ③
- You are at address **123 Main St.** ④
- You found 2 victims at the **same address**. ⑤
- You fill out separate Triage Tags for the victims and determine you have **ONE Red** victim and **ONE Yellow** victim. ⑥
- Since RED is a life or death situation, you request **emergency** extraction. ②

To request extraction, you must fill out a message form as shown below.

- Always fill-in and circle Items 2, 3, and 4!
- Only fill in other items as needed, and then circle their item **Numbers**.
- Always circle **Item 1** ① so you remember to send it!

FIELD TEAM MESSAGE FORM (PRINT - no <i>cursive</i>)	
Item 1: ①	Message form version 4A
Item 2: ②	Message precedence EMERGENCY ② or Priority or Routine
Item 3: ③	Message sender (tactical call sign) Lar Rieu SAR 1 ③
Item 4: ④	Sender location 123 Main St. ④ Cross street/Entry
Item 5: ⑤	Victim(s) location Same as item 4 ⑤ Cross street/Entry
Item 6: ⑥	Send CmdPost vehicle(s) for Red 1 ⑥ Yellow 1 Green Animals
Item 7:	Details
Victim(s)	Item 8: Neighbors will transport to CP Red Yellow Green Animals
	Item 9: Victims left at the site Red Yellow Black Animals
	Item 10: Action taken
	Item 11: Details
 Items 12 to 25 are not needed for this sample....
Item 26: MESSAGE Number	date / / time : hrs
▶ Whoever copies this info from a team assigns a Message Number/date/time and transmits it back to the sender in the field! Remember: transmit ONE item to recipient, listen for acknowledgement. Then send the next item, listen, etc.	

Then use the radio to transmit the message by sending the circled **items** one at a time...

Field Team Message Form Usage

To radio the report to the command post -

- Get a turn from Net Control by saying "<your tactical call-sign>."
- Wait until you hear "<your tactical call-sign>, go ahead, **OVER**."
- Slowly send one item at a time (the other "side" of the communication needs time to WRITE IT DOWN!)
- Net Control repeats back what his/her scribe wrote down.
- If it is correct, you go to the next item.
- If it is wrong, say something like "**CORRECTION, address is, OVER**".
- Continue for all items that you wrote and circled on the form.

Your communication is shown below...

<i>Lar Rieu SAR 1 (N6xxx) says...</i>	<i>Lar Rieu Net Control (W6xxx) says...</i>
"Lar Rieu SAR 1"	
	"Lar Rieu SAR 1, go ahead, OVER "
"BEGIN WRITTEN Message. Item 1 version 4A, OVER ."	
	"Item 1 version 4A, OVER "
"Item 2 emergency, this is a drill, OVER "	
	"Item 2 emergency, this is a drill, OVER "
"Item 3 Lar Rieu SAR 1, OVER "	
	"Item 3 Lar Rieu SAR 1, OVER "
"Item 4 one-two-three Main St., OVER "	
	"Item 4 one-two-three Main St., OVER "
"Item 5 same as item 4, OVER "	
	"Item 5 same as item 4, OVER "
"Item 6 RED one, YELLOW 1, OVER "	
	"Item 6 RED one, YELLOW 1, OVER "
"END OF MESSAGE, OVER "	

At the end of the message, Net Control sends you a message number, date, and time...

<i>Lar Rieu SAR 1 (N6xxx) says...</i>	<i>Lar Rieu Net Control (W6xxx) says...</i>
	"Item 26 Lima*, five, one, Hotel 4 date one, one, zero, niner, one, six, time zero, niner, three, zero, OVER "
"Item 26 Lima*, 51, Hotel 4 date one, one, zero, niner, one, six, time zero, niner, three, zero. Lar Rieu SAR 1, N6xxx, this is a drill, CLEAR "	
	"Ready for next message. Lar Rieu Net Control, W6xxx, this is a drill, CLEAR "

You write this at the bottom of your message form like so...

▶ Item 26: MESSAGE Number L51h4	date	11 / 09 / 16	time	0930 hrs
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[4] Continue searching your neighborhood for more victims. Meanwhile the command post will send an extraction team to move the victim(s) to a hospital or the command post.

Congratulations! You may have just saved someone's life!!!

* Standard Phonetic Alphabet for CERT					
A - Alpha	F - Foxtrot	K - Kilo	P - Papa	U - Uniform	Z - Zulu
B - Bravo	G - Golf	L - Lima	Q - Quebec	V - Victor	
C - Charlie	H - Hotel	M - Mike	R - Romeo	W - Whiskey	
D - Delta	I - India	N - November	S - Sierra	X - Xray	
E - Echo	J - Juliet	O - Oscar	T - Tango	Y - Yankee	