



Safety Plan
Non-Emergency Operations

Purpose:

The purpose of this document is to define a plan to allow Hillsborough ARES/RACES personnel to operate in a safe manner during a non-emergency events such as ARRL Field Day, Florida State Parks On The Air, etc., as well as during community events such as MS Bike Race, Scout Merit Badge Training, and other events. Such events are defined in advance so as to allow general safe operating guidelines as described in this document.

Responsibility:

It shall be the responsibility of the Safety Officer or their designee to:

- Ensure this plan is up to date.

- Monitor all events and event locations to assess any safety related issues.

- Ensure the First Aid Kit contains adequate supplies by re-stocking as necessary.

It shall be the responsibility of all members of Hillsborough ARES/RACES to:

- Follow the safety guidelines in this document, and as directed by the Safety Officer (or their designee).

- Notify the Safety Officer or their designee regarding any unsafe situation or injury.

It shall be the joint responsibility of the Training Officer (or their designee) and the Safety Officer (or their designee) to ensure that all members are trained regarding the guidelines contained in this document.

Background:

This document attempts to provide safety guidance and cover the more common hazard/injury scenarios that could be encountered during a non-emergency activity or event. It is not intended to cover situations not normally expected to be encountered such as toxic waste / nuclear accident, mass casualty, any critical event such as hurricane, flood, etc., or any event during which EMS and hospital facilities are not immediately available by phone.

General Hazard Assessment and Action Plan:

All members of ARES/RACES should follow the following guidelines during a non-emergency event:

All members will deploy with their Task Books (<https://arrl-nfl.org/wp-content/uploads/2020/01/Florida-ARES-Training-Task-Book-2020-R1.pdf>), ARES/RACES ID, and RF exposure calculations, if required.

Conduct a survey of the operational site to include:

- Be aware of any power lines and make sure any erected structure is 1.5 times the height of the structure away from the power line (e.g. structure is 10 ft tall, power lines should be at least 15 ft away from the base of the structure).
- Identify any possibility of flooding in the operational area (e.g. area is in a depression or a draw).
- Identify any structure or vegetation that is not sturdy and may fall.
- Identify multiple egresses from the area (foot and/or vehicle).
- Identify any other conditions that would pose a hazard to people or equipment in the area.

If any hazardous/unsafe conditions exist they should be mitigated or another site should be considered.

During Setup and Take Down of Equipment:

- Be aware of the surroundings to make sure the planned operation can be accomplished in a safe manner.
- Be aware of individuals who are not ARES/RACES members and if necessary, advise them to take safety precautions pertinent to the operation.
- Make sure all radio-related equipment, electrical connections, and runs of cable/wire are secure and do not pose a safety risk with regard to electrical shock, fire, fall/trip, or RF Exposure.
- Make sure to mark any guy wires or hanging cables with high visibility tape and mark the RF safe area around any erected antennas.
- Before going operational in any non-emergency event involving radio communications, the operator of the radio must have performed a safety check according to ARRL RF Emissions Safety Guidelines with completion of the RF exposure calculations and have it on hand prior to the event. RF exposure calculations are not required when using a handheld radio. RF Exposure Calculator is available at <http://arrl.org/rf-exposure-calculator#>.

During the operation:

ARES/RACES members should monitor the environment for any unsafe situations. The member should immediately make sure personnel are safe and notify the Safety Officer or their designee if any unsafe situations are identified. If needed, the Safety Officer or their designee will decide a course of action to address the issue.

ARES/RACES members should monitor other members and non-members with whom they come in contact for signs of injury as well as any signs of sunburn, dehydration, heat stroke/heat shock and other symptoms. See below for more details

Remedial/Treatment Actions:

Good Samaritan laws protect individuals offering aid to others as long as they do not try to go beyond their training. All ARES/RACES members are encouraged to take First Aid and CPR/AED training. A First Aid Guidance document is available to aid the member.

Good Samaritan Laws

http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0700-0799/0768/Sections/0768.13.html

Good Samaritan - Cardiac Arrest

http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0700-0799/0768/Sections/0768.1325.html

If EMS has been notified, an ARES/RACES member should stay in contact with EMS and with the individual for observation until EMS arrives. In any case, if the individual has lost consciousness or is unresponsive, EMS will be called.

Individuals who have sustained an electric shock should not be moved. If possible, the power to the circuit should be turned off remotely from an accessible switch. Do not touch electrical wires or cables in this situation. EMS must be immediately notified.

If an individual appears in distress and the member is not sure what to do, contact EMS immediately. Describe the symptoms of distress to the EMS operator and follow their instructions.

In any situation involving an injury, the Safety Officer or their designee must be immediately notified.

After Action Follow Up:

After the conclusion of an event, the Safety Officer or their designee will provide a written or verbal report to the Hillsborough ARES/RACES Emergency Coordinator.