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The convention calls for frequency lists to show four digits after the decimal place, followed by either an “N” or a “W”, depending on whether the frequency is narrow or wide band. Mode refers to either “A” or “D” indicating analog or digital (e.g. Project 25). All channels are shown as if programmed in a portable or mobile radio. Repeater and base stations must be programmed with the Rx and Tx reversed.

A.1 SAMPLE ICS 217A

COMMUNICATIONS RESOURCE AVAILABILITY WORKSHEET						Frequency Band VHF / UHF / HF		Description UNION COUNTY ARES		
ICS 217A										
Channel Configuration	Channel Name/Trunked Radio System Talkgroup	Eligible Users/Assignments	RX Freq W	N or	RX Tone/NAC	TX Freq W	N or	Tx Tone/NAC	Mode A, D, or M	Remarks
List – Identify Tactical Nets										
		Operations								
		Operations								
		Operations								
		Operations								
List – Identify Command Nets										
		Command & General Staff								
		Command & General Staff								
		Command & General Staff								
List – Identify Air-to-Ground Nets										
		Air Ops & Ops								
List – Identify Dispatch Nets										
		Initial Attack								
		Initial Attack								
		Initial Attack								
		Initial Attack								
		Initial Attack								
		Initial Attack								
List – Identify Support Nets										
		Logistics								

The convention calls for frequency lists to show four digits after the decimal place, followed by either an “N” or a “W”, depending on whether the frequency is narrow or wide band. Mode refers to either “A” or “D” indicating analog or digital (e.g. Project 25). All channels are shown as if programmed in a portable or mobile radio. Repeater and base stations must be programmed with the Rx and Tx reversed.

Instructions for Completing the Radio Frequency Assignment Worksheet (ICS 217 Form)

ITEM NUMBER	ITEM TITLE	INSTRUCTIONS
1.	Incident Name	Print the name assigned to the incident.
2.	Date	Enter date (month, day, year) prepared.
3.	Operational Period	Enter the time interval for which the assignment applies. Record the start date/time and end date/time (e.g., 9/17/96-0600 to 9/18/96-0600).
4.	Incident Organization	List frequencies allocated for each channel for each organizational element activated, record the <u>number</u> of radios required to perform the designated function on the specified frequency.
5.	Radio Data	For each radio cache and frequency assigned, record the associated function. Functional assignment for: a. Command b. Support c. Division tactical d. Ground-to-air
6.	Agency	List the <u>frequencies</u> for each major agency assigned to the incident. Also list the function and channel number assigned.
7.	Total Radios Required	Total each column. This provides the number of radios required by each organizational unit. Also total each row which provides the number of radios using each available frequency.
8.	Prepared By	Enter the name and position of the person completing the worksheet.

Purpose: The Radio Frequency Assignment Worksheet is used by the Communications Unit Leader to assist in determining frequency allocation.

Preparation: Cache radio frequencies available to the incident are listed on the form. Major agency frequencies assigned to the incident should be added to the bottom of the worksheet.

Distribution: The worksheet, prepared by the Communications Unit, is for internal use.