

ICS 205 Exercise

Exercise Message Submission Window

- January 14th 00:00 UTC - January 17th - 1500 UTC

Difficulty Level: **Intermediate**

Winter Field Day (WFD) is an annual event held during the last full weekend of January. As EmComm amateur radio operators, WFD gives us the benefit of testing and improving our portable operations during winter weather conditions. It is the Snow Miser to the Heat Miser of Field Day.

This year's Winter Field Day will be held on January 25th and 26th. The 30-hour operational period starts at 1600 UTC on the 25th, and ends at 2159 UTC on the 26th. During this period, amateur radio operators may select any frequency within their HF, VHF, or UHF band plan except for 12, 17, 30, and 60 meters and are free to use any mode that can faithfully transmit the required exchange intact. For details on frequency, allowed modes, and other rules follow the link to the Winter Field Day Rules in the Resources section below.

The EmComm Training Organization (ETO) would like you to submit your radio plan for this WFD.

Purpose: To demonstrate the basic understanding and the ability to 1) create a correctly formatted ICS-205 and 2) transmit the document to a diverse team using Winlink.

Objectives:

Properly format and complete the entries for an ICS-205 form to include the following:

- 1.) One local VHF and one UHF radio repeater frequency for the conveying of WFD location to other participating amateurs
You will need to identify this repeater, their input/output frequencies, PL tone(s), etc. for entry into the ICS-205. [RepeaterBook.com: Quick Search](#)
- 2.) One of the locally accessible National Weather Service (NWS) frequencies for monitoring weather during the event
For US Operators - National Weather Service Link: [NOAA Weather Radio](#)
For Canadian Operators - Environment and Climate Change Canada (ECCC) Weatheradio Canada Link: [Weatheradio: find your network - Canada.ca](#)
- 3.) An HF Winlink P2P station Frequency and mode
- 4.) Six frequencies you plan on operating during WFD

Convey the completed document by Winlink to participating agencies. See your Clearinghouse addresses in Resources below and always, in addition to your designated Clearinghouse address, include ETO-BK (a backup address to mitigate potential primary Clearinghouse issues.)

Resources:

- General Notes on Frequently-Seen Mistakes:
https://emcomm-training.org/Winlink_Thursdays.html
- Finding your ETO clearinghouse (see Step Two):
<https://emcomm-training.org/General-Drill-Info.html>
- Winter Field Day Home Page: <https://winterfieldday.org>
- Winter Field Day Rules: <https://winterfieldday.org/sop.php>

Narrative: In this scenario, the Participant is a member of a club that will have a station active during the Winter Field Day event on January 25th & 26th, 2025. ([Winter Field Day](#)). The Participant in this exercise has been asked by the club's management team to provide an ICS-205 for listing frequencies they will be using to contact the other members of the Winter Field Day. The contents lines of the ICS-205 should contain:

- Two Talk-In Repeaters for those trying to find the club's location
- A NOAA or Weatheradio Canada Weather Station for local weather
- An HF winlink P2P station Frequency and mode
- 6 frequency ranges that will be worked during Winter Field Day

Continue to the next page for the instructions.

Exercise Instructions:

Some entries are contained in double quotes for emphasis and delineation. Do not include the quotes in your answers.

Open and select the form.

- Open the Winlink Express application.
- Click on the *Message \ New Message* menu item.
- Verify that *Send As* is set to **Winlink Message**.
- Optional:** Check the check box for *Request message receipt*.
- Click on *Select Template* and then double click on *Standard Templates*.
- Scroll down and Double Click on *ICS USA Forms*.
- Select *ICS205 Radio Plan.txt* and double click on it to open it.
 - The ICS-205 will open in your default browser.

Fill out the Top section

1. In the upper left-hand corner, click on the [Setup] button. In the **Enter Agency/Group Title** field enter "EmComm Training Organization"
2. Fill out the **Incident Name:** "Winter Field Day 2025"
3. **Date /Time Prepared:** Use autofill. Must be within the exercise submission window at the very top of exercise instructions.
4. **Operational Period:** 1/25/2025 16:00 UTC - 1/26/2025 21:59 UTC

Section 4 Basic Radio Channel Use – Line 1 - Entry for Talk-In Repeater VHF

1. Leave the *Zone Group* and *Channel Number* fields blank.
2. Enter “Talk-In Repeater” to the *Function* field.
3. Enter the Repeater’s call sign to the *Channel Name / Trunked Radio System Talkgroup* field.
4. Enter “Local amateurs” to the *Assignment* field.
5. Enter the receive frequency in the *RX Freq.*
6. Enter the bandwidth designation (N for narrow or W for wide) in the *N or W* field.
7. Enter the tone frequency in the *RX Tone / NAC* field.
8. Enter the transmit frequency in the *TX Freq* field.
9. Enter the bandwidth designation (N for narrow or W for wide) in the *N or W* field.
10. Enter the tone frequency in the *TX Tone / NAC* field.
11. Enter the Analog/Digital/Mixed mode indicator (A, D, or M) in the *Mode (A, D, or M)* field.
12. Leave the *Remarks* fields blank.

Note: Suggest you pick a local 2 meter repeater that only has analog FM features

Section 4 Basic Radio Channel Use – Line 2 - Entry for Talk-In Repeater UHF

1. Leave the *Zone Group* and *Channel Number* fields blank.
2. Enter “Talk-In Repeater” to the *Function* field.
3. Enter the Repeater’s call sign to the *Channel Name / Trunked Radio System Talkgroup* field.
4. Enter “Local amateurs” to the *Assignment* field.
5. Enter the receive frequency in the *RX Freq.*
6. Enter the bandwidth designation (N for narrow or W for wide) in the *N or W* field.
7. Enter the tone frequency in the *RX Tone / NAC* field.
8. Enter the transmit frequency in the *TX Freq* field.
9. Enter the bandwidth designation (N for narrow or W for wide) in the *N or W* field.
10. Enter the tone frequency in the *TX Tone / NAC* field.
11. Enter the Analog/Digital/Mixed mode indicator (A, D, or M) in the *Mode (A, D, or M)* field.
12. Leave the *Remarks* fields blank.

Note: If possible pick a local UHF repeater with an offset opposite the VHF repeater.
Ex. if the 2m repeater in line 1 has a negative offset, then find a 70cm repeater with a positive offset.

Identifying Suitable Weather Channel Frequency – for your local area

For US Operators:

1. Select a NOAA Radio frequency for your local area at this link – [NOAA Weather Radio](#).
2. Scroll down below the “NWR Station Search” blue bar.
3. Enter city in the entry field and then click on the drop-down option to select your local area, there may be some delay before the map is displayed.
4. Select one of the available frequencies in the upper right corner of the map.
5. The frequency and call sign will appear in the yellow box below.
6. Use this frequency and call sign for your ICS-205 Weather Channel entry.

OR

For Canadian Operators:

1. Go to [Weatheradio Canada](#)
2. Click on your province or territory.
3. Scroll to your appropriate location to select the frequency.
4. Use this channel.

Section 4 Basic Radio Channel Use – Line 3 – Entry for NWS Radio Weather Reports

For US Operators:

1. Leave the *Zone Group* and *Channel Number* fields blank.
2. Enter “NWS Weather Info” in the *Function* field.
3. Enter the station Call Sign you selected in the *Channel Name / Trunked Radio System Talkgroup* field.
4. Enter “All units/agencies” to the *Assignment* field.
5. Enter the frequency you selected in the *RX Freq* field.
6. Enter the bandwidth designation (N for narrow or W for wide) in the *N or W* field. ([hint link](#))
7. Enter “A” in the *Mode (A, D, or M)* field.
8. In the *Remarks* field enter “(your city and state) NOAA Weather Radio”.

OR

For Canadian Operators:

1. Leave the *Zone Group* and *Channel Number* fields blank.
2. Enter “ECCC Weatheradio” in the *Function* field.
3. Enter the selected station location name in the *Channel Name / Trunked Radio System Talkgroup* field.
4. Enter “All units/agencies” in the *Assignment* field.
5. Enter the frequency you selected in the *RX Freq* field.
6. Enter the bandwidth designation in the *N or W* field. (see hint above).
7. Enter “A” in the *Mode (A, D, or M)* field.
8. In the *Remarks* field enter “ECCC Weatheradio Info”.

Section 4 Basic Radio Channel Use – Line 4 – Entry for HF Winlink P2P

1. Leave the *Zone Group* and *Channel Number* fields blank.
2. Enter “WL2K P2P” to the *Function* field.
3. Enter the Call Sign of the station you plan to connect with, or your own call sign if you plan on hosting a P2P station, in the *Channel Name / Trunked Radio System Talkgroup* field.
4. Enter the band to the *Assignment* field Ex: 40m USB.
5. Enter the frequency you selected in the *RX Freq* field, frequency should be in MHz.
6. Enter the transmit frequency in the *TX Freq* field, frequency should be in MHz.
7. Enter the Analog/Digital/Mixed mode indicator (A, D, or M) in the *Mode (A, D, or M)* field.
8. Leave the remaining radio programming parameters blank.
9. In the *Remarks* field enter mode. Ex. Vara HF P2P

Note: For WFD extra credit multiplier is given for Winlink Message.

Section 4 Basic Radio Channel Use – Lines 5 - 10 Entries for WFD frequencies

1. Leave the *Zone Group* and *Channel Number* fields blank.
2. Enter “Amateur HF(or VHF, UHF)” to the *Function* field.
3. Leave the *Channel Name / Trunked Radio System Talkgroup* field blank.
4. Enter Band to the *Assignment* field Ex. 80m USB.
5. Enter the receive frequency in the *RX Freq* field, frequency should be in MHz.
6. Enter the transmit frequency in the *TX Freq* field, frequency should be in MHz.
7. Enter the Analog/Digital/Mixed mode indicator (A, D, or M) in the *Mode (A, D, or M)* field.
8. Leave the remaining radio programming parameters blank.
9. In the *Remarks* field enter mode. Ex. PSK31

Notes: WFD rules provide another extra credit multiplier that can be achieved by working 6 bands during the event.

Completing the ICS-205 Form

1. Section 5

Special Instructions: Fill in with your exchange to include your:

1. Call sign
2. Category
3. Class
4. Location

For example: AE5MI 1 O MS

3. Section 6

4. Enter *your first name, call sign* in the *Approved by (CUL) Name* Field.
5. Click on the *Date/Time* Field and accept the provided date and time entry or one that is commensurate with the operational period (within the exercise start and end date).
6. Enter the number 5 in the "IAP Page" field. In a real event the ICS-205 is usually associated with an IAP page number.
7. For the "**Attach CSV data file to message**" – click the "no" option.
8. SAVE your form entries by clicking on the [Save ICS205 Data] button.

Transmitting the ICS-205 to Participating Units and Agencies (ETO-NN & ETO-BK)

1. With your ICS-205 form content loaded or completed, click on the [Submit] button.
2. Click "OK" to complete your form submission.
3. Close the browser after the submission is accepted by the Winlink client.
4. Return to the Winlink client and the new message entry window.
5. Complete the "To:" entry with your ETO Clearinghouse address.
6. Complete the "CC:" entry entering ETO-BK, and optionally, your personal E-mail address.
7. Click on the [Post to Outbox] option to complete the E-mail posting.
8. Complete the process for transmitting the ICS-205 to your ETO Clearinghouse.
(Clearinghouse Lookup: <https://emcomm-training.org/General-Drill-Info.html>)

End of Exercise Instructions

See the next page for examples of a completed *ICS-205 Radio Plan Form* that would receive the maximum score for the exercise.

Winlink Thursday Exercise For January 16, 2025

Examples of Completed ICS-205 Radio Plan Form

INCIDENT RADIO COMMUNICATIONS PLAN (ICS 205) EmComm Training Organization												
1. Incident Name: <input type="text" value="Winter Field Day 2025"/>				2. Date /Time Prepared <input type="text" value="2025-01-16 17:15"/>				3. Operational Period:				
Form Information				Load ICS205 Data				Date From: <input type="text" value="1/25/2025"/>	Date To: <input type="text" value="1/26/2025"/>			
							Time From: <input type="text" value="16:00 UTC"/>	Time To: <input type="text" value="21:59 UTC"/>				
4. Basic Radio Channel Use: Paste Channel Data from a Spreadsheet												
Zone Grp.	Ch #	Function	Channel Name / Trunked Radio System Talkgroup	Assignment	RX Freq	N or W	RX Tone / NAC	TX Freq	N or W	TX Tone / NAC	Mode (A, D, or M)	Remarks
		Talk-In Repeater	WX5HAR	Local amateurs	146.835	W	136.5	146.235	W	136.5	A	
		Talk-In Repeater	KASEPR	Local amateurs	444.450	W	136.5	449.450	W	136.5	A	
		NWS Weather Info	KJH21	All units/agencies	162.400	W					A	Gulfpport, MS NOAA Weather Radio
		WLK P2P	WGSQK	80m USB	3.589.5			3.589.5			D	IVARA 500
		Amateur HF		80m USB	3.5800			3.580			D	PSK31
		Amateur HF		40m USB	7.0700			7.070			D	PSK31
		Amateur HF		20m USB	14.070			14.070			D	PSK31
		Amateur HF		15m USB	21.070			21.070			D	PSK31
		Amateur HF		10m USB	28.120			28.120			D	PSK31
		Amateur HF		6m USB	50.135			50.135			D	PSK31
5. Special Instructions: (Be Brief)												
<input type="text" value="AESMI 1 O MS"/>												
6. Approved by (CUL) Name: <input type="text" value="Yvette, AESMI"/>				Date/Time: <input type="text" value="2025-01-16 17:15"/>				IAP Page: <input type="text" value="5"/>				
Attach CSV data file to message? <input type="radio"/> Yes <input checked="" type="radio"/> No												
<input type="button" value="Submit"/>				<input type="button" value="Save ICS205 Data"/>				<input type="button" value="Reset Form"/>		<input type="button" value="Export Data to CSV file"/>		
ICS205 Ver 19.5												

INCIDENT RADIO COMMUNICATIONS PLAN (ICS 205) EmComm Training Organization												
1. Incident Name: <input type="text" value="Winter Field Day 2025"/>				2. Date /Time Prepared <input type="text" value="2025-01-16 17:15"/>				3. Operational Period:				
Form Information				Load ICS205 Data				Date From: <input type="text" value="1/25/2025"/>	Date To: <input type="text" value="1/26/2025"/>			
							Time From: <input type="text" value="16:00 UTC"/>	Time To: <input type="text" value="21:59 UTC"/>				
4. Basic Radio Channel Use: Paste Channel Data from a Spreadsheet												
Zone Grp.	Ch #	Function	Channel Name / Trunked Radio System Talkgroup	Assignment	RX Freq	N or W	RX Tone / NAC	TX Freq	N or W	TX Tone / NAC	Mode (A, D, or M)	Remarks
		Talk-In Repeater	VE3LSR	Local amateurs	146.850	W	156.7	146.250	W	156.7	A	
		Talk-In Repeater	VA3BNI	Local amateurs	444.275	W	103.5	449.275	W	103.5	A	
		ECCC Weatheradio	Collingwood	All units/agencies	162.475	W					A	ECCC Weatheradio Info
		WLK P2P	VA3QT-8	40m USB	7.1075			7.1075			D	IVARA 500
		Amateur HF		80m USB	3.801.5			3.801.5			D	PSK31
		Amateur HF		40m USB	7.080.15			7.080.15			D	PSK31
		Amateur HF		20m USB	14.070.15			14.070.15			D	PSK31
		Amateur HF		15m USB	21.080.15			21.080.15			D	PSK31
		Amateur HF		10m USB	28.120.15			28.120.15			D	PSK31
		Amateur HF		6m USB	50.290			50.290			D	PSK31
5. Special Instructions: (Be Brief)												
<input type="text" value="VA3QT 10 ON"/>												
6. Approved by (CUL) Name: <input type="text" value="Ian, VA3QT"/>				Date/Time: <input type="text" value="2025-01-16 17:15"/>				IAP Page: <input type="text" value="5"/>				
Attach CSV data file to message? <input type="radio"/> Yes <input checked="" type="radio"/> No												
<input type="button" value="Submit"/>				<input type="button" value="Save ICS205 Data"/>				<input type="button" value="Reset Form"/>		<input type="button" value="Export Data to CSV file"/>		
ICS205 Ver 19.5												