



**RACES / ARES**  
**Instructions for Incident / Event Radio Communications Plan (ICS Form 205-AR)**

**Note:** This form is used to list the incident / event communications plan and is distributed to each communications team member.

**Purpose:** This form is to be used to summarize the event radio communications requirements, assignments, frequencies, and any other communications usage information.

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- 1. Event/Incident Name** Enter the Incident or Event name assigned.
- 2. Date/Time Prepared** Enter the date and time from created. (24 hour clock preferred)
- 3. Operational Period** Enter the operational date and time prepared. (24 hour clock preferred)
- 4. Basic Radio Channel Utilization**  
Enter the following information for radio channel use.
  - Radio Type/Cache** Enter the radio system used for the event (Amateur, FRS, GMRS, Trunking, etc).
  - Channel** Enter channel number or alpha designation.
  - Function** Enter the function each channel is assigned (i.e., command, medical, logistics, etc).
  - Frequency/Tone** Enter the radio frequency and pl tone assigned. (show offset)
  - Assignment** Enter how/who this channel will be used by (net control, tactical, SAG, APRS, etc).
  - Remarks** Enter narrative information regarding this channel's usage or special situations.
- 5. Prepared By** Name and call sign of person preparing the form.