

Position Name: **ZR Field Communicator Specialist**
 Position ID: **ZR2F** Document ID: **242G**
 Op Section(s) ZR1/CMD ZR2/OPS ZR3/PLN ZR4/LOG ZR5/FIN

DISCLAIMER:

*The information provided in this document **does not apply** to actual disasters, emergency situations or activities conducted under a government / served agency or disaster relief organization **unless the ZRICS concept has been adopted or approved.***

DESCRIPTION:

The ZR Field Specialist (ZR2F) is assigned to the ZR2/Operations Section and has responsibility for monitoring, observing and reporting of all tactical operations pertaining to the achievement of strategic objectives of a ZRICS incident or training exercise.

Selection to this position is based on the combined qualifications, knowledge and experience of the individual candidate and on the successful completion of all pre-requisites. Communicators assigned to this position may be from the same or different category "Z" radio organization.

The ZR2F is one of the key "foundational" positions within the category "z" radio ICS structure. It is an "essential element" in all ZRICS field deployments, operations, training sessions and proficiency exercises. This position reports has primary responsibility for monitoring, recording and reporting radio transmissions to and from a designated net control station throughout the operational period. Radio operators designated as or assigned to this position will typically be mobilized ahead of all others.

When this position is mobilized to support a ZRICS incident, operation or exercise, the ZR2F reports to a ZR26/Field Communicator Unit Leader or the ZR Operations Section Coordinator (ZR21). When mobilized as a member of an Emergency Communications Team (ECT) or other "rapid response" resource, their "direct report" will be designated by the ZR11 within the ECT organizational structure.

For safety purposes, this position shall be accompanied during all field deployments by a field communicator observer (P-code: "ZR2O") when mission objectives require conducting mobile (vehicular)-based operations. A second ZR2F will also satisfy the ZR2O requirement, who may be from the same or from a different category "z" radio organization.

NOTE: Special exceptions may be made with the approval of the Safety Coordinator but that approval must be time-dated on the ICS-214 form for that operational period of the ZR2F. Additionally, the ZR2F must obtain confirmed acknowledgement that "ZR2O is Negative" from ZR2/Operations BEFORE beginning any assignment.

The ZR2F, like the majority of ZR field assignments, may be from the same or different category "Z" radio organization. For safety purposes, individuals should not be assigned to this position on a real

incident unless or until the candidate has (1) successfully participated in a simulated emergency test comprised of actual field duties in a field environment and (2) initiated the PTB for this position. Exceptions must be approved by a Safety Coordinator (P-code: "ZR13") and noted on the personal ICS-214 of the ZR21 prior to resource ordering.

"HOME UNIT" RESPONSIBILITIES:

1. Maintain position "Go" kit for maximum readiness at all times.
2. Maintain position "Go" kit checklists.
3. Maintain personal "Go" kit for maximum readiness at all times.
4. Maintain personal "Go" kit checklists.
5. Maintain radio "Go" kit for maximum readiness at all times.
6. Maintain radio "Go" kit checklists.

NOTE: For all checklist items, refer to V-C-N.org ZR4-07AC-F for guidance and suggestions on MAPS for emergency communicator checklists.

7. Participate in – or conduct – presentations regarding designated ZRICS organizational and operational structures, operations, proficiency and conduct.
8. Participate in – or conduct – available tailgate and/or coffee break sessions.
9. Maintain operational familiarity with known threats and/or hazards, and their potential impact on category "z" radio field operations.
10. Mentor new members and help them maximize preparedness levels.

Pre-departure safety operations:

11. Complete all necessary Activation Checklist (ZR2-08AA-F) information and initiate a timely relay of details as quickly as possible.
12. Obtain a Mobilization Code (M-code) prior to departing from Home Unit or originating location.
13. Immediately initiate the appropriate activation level checklist (ZR2-08AB or reverse side of ZR2-08AA-F) and an ICS-214 with information/details based on M-Code authorization.
14. Confirm all deployment activities using the ZR2F position checklist.
15. Conduct a vehicle safety inspection (VSI) using V-C-N ZR1-07AA-F prior to departing from the Home Unit or originating location.
16. Note time and completion of VSI activity on personal ICS-214 form.

In-Transit Safety Guidelines:

17. Seat belt use is mandatory (without exception).
18. Obey all posted speed limits and traffic laws.
19. If a travel or resource net control station (NCS) is active, check "in" and MAINTAIN CONTACT with the NCS during transit.
20. Provide NCS with situation status (SITSTAT) safety updates every fifteen (15) minutes, including (when possible) estimated time of arrival at incident.
21. Obtain a confirmed acknowledgement from the NCS before turning off engine or leaving vehicle for any reason.
22. Always check "out" with and obtain acknowledgement "from" the resource, travel or staging NCS before switching to another frequency.

"INCIDENT" RESPONSIBILITIES:

1. Complete all ICS-211.ZR processing at designated incident "check-in" location.
2. Indicate check-in processing activity on your individual ICS-214 form.
3. Obtain a section briefing from the Operations Section Coordinator (ZR21).
4. Brief Operations Section Coordinator (ZR21) or designated "direct report" of remaining or uncompleted Position Task Book items.
5. Obtain an operational briefing prior to any assignment.
6. Obtain a section briefing from position predecessor of the previous operational period, if one existed.
7. Document all known threats and/or hazards, to include any mitigation efforts or "workarounds" that have been approved by the Safety Coordinator.
8. Maintain familiarity with all operational objectives and strategies.
9. Be familiar with all communications equipment, procedures and all basic functions and capabilities.
10. Conduct an "in case of emergency" (ICE) briefing to your ZR2O.
11. Correctly fill out/complete and process all required forms on a timely basis.
12. Use appropriate communications protocols when responding to routine requests/information.
13. Monitor operations to maintain incident safety objectives and strategies.
14. Maintain accurate, updated information on ICS-205 indicating all OPS, TAC and CMD frequencies.
15. Never leave a designated assignment without first obtaining a confirmed authorization from NCS, ZR26 or competent authority.
16. IMMEDIATELY notify and receive ACKNOWLEDGEMENT from OPERATIONS when a "safety clock" is requested/started and when it is completed/stopped.
17. Instruct ZR2O/Field Radio Observer to note time "safety clock" started/stopped on personal ICS-214 form.
18. Maintain a current, updated personal ICS-214 on a daily basis.
19. Request an Individual Performance Review Form (ICS-226) from direct report prior to demobilization.

RESOURCES NEEDED:

- V-C-N Position Task Book (PTB)
- V-C-N Position Check List (PCL)
- V-C-N Position Job Aid (PJA)
- V-C-N Position "Go" Kit or Bag Resource Items
- V-C-N Position "Go" Kit or Bag Checklist
- Personal "Go" Kit or Bag Resource Items
- Personal "Go" Kit or Bag Checklist
- Radio "Go" Kit or Bag Resource Items
- Radio "Go" Kit or Bag Checklist

PRE-REQUISITES:

1. Completed or completing designated Position Task Book
2. Completed pre-requisite Position Task Books (PTBs)

3. Complete pre-requisite V-C-N Academy courses.
-- Refer to V-C-N.org Academy document DEV-09AA.
4. Authorization of Home Unit.

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