

EMERGENCY STATION SETUP CHECKLIST 23 September 2003

An Amateur Radio Operator who is faced with the task of setting up an emergency station should be cognizant of all the issues which arise in setting up any Amateur Radio Station. What follows is a description, in checklist format, of the major issues to address:

. . . **Safety Ground**

- ✓ SPGP "Single Point Ground Panel"
- ✓ 8'x½" ground rod
- ✓ Bonded ground bus (½" copper)
- ✓ Wide copper straps (not braid)
- ✓ "Short, straight, & wide"
- ✓ GFCIs
- ✓ Polypropylene insulation from conductive concrete-floor
- ✓ Check local NEC provisions in effect

. . . **RF Grounding**

- ✓ Low impedance materials
- ✓ "Short, straight, & wide"
- ✓ SPGP all equipment

. . . **Entrance Panel**

- ✓ SPGP entrance
- ✓ All I/O connections grounded here

. . . **Ergonomics**

- ✓ 29" table height
- ✓ 36" table depth
- ✓ 25" computer keyboard height
- ✓ Combine natural, fluorescent, & incandescent lighting
- ✓ Visible, accurate timepiece
- ✓ Handicap ADA access

. . . **References**

- ✓ ARRL Handbook 2002
- ✓ OET Bulletin 65 (revised), FCC Office of Engineering & Technology
- ✓ Ham Radio Station Protection, PolyPhaser Technical Information
- ✓ Lightning Protection for the Amateur Station, KB2UYT, QST Series

. . . **Aerial**

- ✓ SPGP
- ✓ Through the entrance panel

. . . **RF Exposure**

- ✓ OET Bulletin 65

. . . **Electrostatic Discharge Safety**

- ✓ Perimeter "Zone of I/O Protection" applied to:
 - a/c power
 - coaxial cable
 - ladder line
 - telephone lines
 - control circuits
 - network cables
 - other
- ✓ Low inductance = "short, straight, & wide"
- ✓ Lightning Arrestors
- ✓ Surge Protection

. . . **Equipment Security**

- ✓ UL listings
- ✓ Manuals handy
- ✓ Labels
- ✓ Physical attachments