

# Radio Facility Inspections (virtual and “in-person) with AUXDATA II

## Addendum 2.0 USCGAux DSO-CM D-13

### Report of “Virtual” Radio Facility Inspection USCGAUX D13 Region (ANSC-7004 Supplemental)

The process of completing a “virtual” radio facility inspection is essentially the same as would be followed for an in-person inspection. The major difference is that photographs and video (go to meeting, zoom, etc.) are substituted for physical presence. Similarly, radio checks will involve at least two stations (one of which may be the inspector’s facility) for the exchange of identifications and signal reports. If the two-station scenario is not possible then monitoring of a remote receiver by the inspector can be substituted or a third station can be used for signal reports. A completed copy of this form shall be filed as a part of the facility inspection record that is stored in AUXDATA II associated with the facility. <sup>i</sup>

Facility Identification \_\_\_\_\_ Owner’s Surname & EMPLID \_\_\_\_\_

AUXDATA II Facility Number \_\_\_\_\_

1. Facility owner completes the 7004 form (version 03-21) signs it and emails a scanned copy or mails it to the inspector. Owner inputs all available data regarding the facility in AUXDATA II, requests an inspector and an inspection date.
2. Inspector reviews the facility record in AUXDATA II for completeness and accuracy with special focus on Section II, RADIO FACILITY DATA.
  - a. Type of Station and Transmitter/Transceiver
    1. Verify by photograph or video that makes and models are correct And claimed output power is appropriate (25 W maximum on marine channels). Verified on (date) \_\_\_\_\_
  - b. Verify by radio check or video that all claimed frequencies are available. Verified on (date) \_\_\_\_\_
  - c. Confirm station performance by radio check (see # 4 AND # 5 below)
  - d. Verify by photograph or video that all claimed emergency power sources are available and operational. Verified (date) \_\_\_\_\_
  - e. Review and verify by photograph or video that antenna information is correct and complete and grounding is appropriate. Verified on (date) \_\_\_\_\_
3. Review by photograph or video sample log page. Reviewed on (date) \_\_\_\_\_

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4. Radio Check procedure and report for VHF radio.
  - a. Have facility owner call inspector on Marine Channel 1081 or 1083 – inspector. must receive call with at least a “good readable” report.
  - b. Have facility owner call inspector on one of the AUXNET simplex channels – inspector must receive call with at least a “good readable” report.
  - c. Have facility owner call inspector on one of the AUXNET repeaters -- inspector. must receive call with at least a “good readable” report.

	Callsign of station	Freq or Channel	Voice/Data/Both	Signal Report	Insp Initials & date
Marine VHF					
AUXNET Simplex					
AUXNET Repeater					

5. Radio Check procedure and report for HF radio.
  - a. Complete contact with an AUX HF facility with a signal report of “good/readable” or better on a frequency between 3 and 6 megahertz
  - b. Complete contact with an AUX HF facility with a signal report of “good/readable” or better on a frequency between 6 and 14 megahertz

	Callsign of station	Freq/Designator	Voice/Data/Both	Signal Report	Insp Initials & date
3 to 6 Megahertz					
6 to 14 Megahertz					

**IN THE EVENT that the station being inspected is not within VHF line of sight range of a USCG or USCGAUX radio facility, a remotely accessible (via internet) receiver can be monitored by the inspector to verify transmit performance of the station.**

***NOTE THAT ITEMS 4 AND 5 CAN BE SATISFIED BY ATTESTATION IF THE INSPECTOR HAS PERSONAL KNOWLEDGE OF THE FACILITIES PERFORMANCE IN REGULARLY SCHEDULED NETS OVER A 2 TO 3 MONTH PERIOD. That shall be shown by writing in the appropriate row the words “Attested to by” and then signed and dated in the last column.***

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Inspector’s signature

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Inspector’s Full Name and Member Number

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Date of signature

<sup>i</sup> Radio Facility Inspections, (Virtual and “in-person”) District 13 AUXDATA II July 2021