

LETTER OF UNDERSTANDING
between
Surrey Amateur Radio Club (SARC)
and
Surrey Emergency Program
Amateur Radio Society (SEPARS)

1. PURPOSE

The purpose of this Letter of Understanding is to state the terms of a mutual agreement between the Surrey Amateur Radio Club, and the Surrey Emergency Program Amateur Radio Society – both incorporated under the *Society Act* – that will serve as a framework to establish the us licensed amateur radio communication resources in emergency and disaster situations, as well as in exercises and routine drills.

2. RESPECTIVE MEMBERSHIPS

SARC comprises interested individuals (some of whom may not be licensed Amateur Radio Operators) and who pay an annual membership fee to participate in club activities.

SEPARS comprises both volunteers and professional staff (some of whom may not be licensed Amateur Radio operators) in support of its communications programs.

Members of SARC may also be members of SEPARS and vice-versa.

3. RECOGNITION

SEPARS recognizes SARC as an amateur radio club which:

- is dedicated to further the skills of amateur radio operators;
- promotes and encourages interest and activities associated with amateur radio;
- assembles and distributes technical information;
- provides a forum for expression of technical opinion on the above mentioned subjects;
- provides educational services and accredited examiners for prospective amateur radio operators, including testing of qualifications for licensing;
- carries out social activities involving amateur radio operators to promote fellowship and enhance cooperative efforts;
- conducts fund-raising to facilitate support of worthwhile activities that promote both the hobby and emergency communications capability;
- sponsors and supports legislation and regulations advancing the status of amateur radio;
- affiliates with other local, national and international associations, where appropriate;
- provides a community service by providing radio communications for parades, runs, marathons and other public events; and
- practices essential radio skills and formal messaging by operating regular traffic nets.

In doing so, SARC holds regular meetings, operates and maintains radio communication facilities including repeaters and provides basic and/or advanced amateur radio courses for licensing of individuals by Industry Canada.

SARC recognizes SEPARS as a supported program of the City of Surrey that works to ensure that any response to a disaster is provided with coordinated and efficient radio communication. The Emergency Plan for the City of Surrey is based on an 'all hazards' approach, and is tested yearly by staff from both communities and responding agencies, which include Fire Services,

Police, School District, Ministry of Health, Ministry of Environment, Provincial Emergency Program and Emergency Social Services to support those evacuated or impacted. Within SEPARS are volunteer licensed Amateur Radio operators, responsible for assisting with communications both internal to and external to the City of Surrey communities, after a major incident or natural disaster or other infrastructure impacting event.

4. PRINCIPLES OF COOPERATION

In order that the parties may cooperate and utilize their resources from time to time with optimum mutual benefit, the following principles are agreed upon:

4.1 The parties may correspond with each other, exchange information and engage in appropriate supporting activities in order to encourage and broaden interest, understanding, and appreciation of each other's activities and their value to the public in emergency situation.

4.2 SARC will maintain, to the best of its ability, its amateur radio repeater systems in a fully-functioning state, for use by SEPARS during training exercises, and during emergencies or disasters, so that SEPARS can fulfill its obligations to the City of Surrey, and

4.3 SEPARS will, to the extent possible, make available to SARC its communications resources, including "grab and go" kits, to facilitate the improvement of technical skills, messaging capability and operating experience by persons who have membership in both organizations.

5. IMPLEMENTATION

This memorandum shall take effect upon its signing by authorized representatives of each organization. It may be amended by mutual agreement of the parties and will remain in effect until terminated by either party, upon ninety (90) days advance written notice to the other. SARC and SEPARS will periodically review this agreement and coordinate such revisions as may be necessary. Nothing herein will create any joint venture, partnership, or other business association, nor shall either party enter into any obligation or commitment on behalf of the other.

Date 03 June 2009
[Signature]

Acting President

Surrey Amateur Radio Club

Surrey, BC

Date July 27, 2009
[Signature]

Coordinator

Surrey Emergency Program Amateur Radio Society

Surrey, BC