

NSARC
38 Coates Road E
Oshawa, Ont

FD26-01

20 Jun 2026

Distribution List

ARRL FIELD DAY 2026

References: A. ARRL Field Day 2026 Rules - <https://www.arrl.org/field-day-rules>
B. RAC Band Plans - <https://www.rac.ca/operating/bandplans/>
C. N3FJP ARRL Field Day Contest Log 6.6.10 software - <https://www.n3fjp.com/fieldday.html>

BACKGROUND

Every June, more than 40,000 amateur radio operators throughout North America set up temporary transmitting stations in public places to demonstrate amateur radio's science, skill and service to our communities. It combines public service, emergency preparedness, community outreach, and technical skills all in a single event. Field Day has been an annual event since 1933, and remains the most popular event in amateur radio.

MISSION.

NSARC will prepare for, and conduct Field Day from Purple Woods Conservation Area and from home stations during the ARRL Field Day window.

EXECUTION

President NSARC intent: Have NSARC participate in Field Day Activities and successfully submit all logs and complete repeater shack maintenance and repairs to facilitate tower replacement project.

Concept of Operations

a. My Intent: Set up a Class A Club (No Use of the power grid) station at Purple Woods Conservation Area and safely operate during the Field Day window while attempting to gain points bonuses from the following: Have a Get-On-The-Air (GOTA) Station; Keeping PEP at or under 100 Watts; media publicity; public information table; message handling via winlink; alternate power QSOs; Message to Section Manager; W1AW Bulletin; and

educational activity bonus. We will also clean and repair the repeater shack to ensure it is ready for the upcoming tower replacement project.

b. Scheme of Manoeuvre. This will be conducted in 3 phases:

- (1) Phase 1 - Setup (08:00 EDT 27 Jun 2026 - 14:00 EDT 27 Jun 2026).
- (2) Phase 2 - Operate (14:00 EDT 27 Jun 2026 - 14:00 EDT 28 Jun 2026)
- (3) Phase 3 - Tare Down - (14:00 EDT 28 June 2026)

Main Effort

Participate in ARRL Field Day 2026, maximizing score through contacts, score multipliers and bonuses.

Grouping and Tasks

Nick Field VA3NPW - Field Day Coordinator

Tasks common to all phases

- Coordinates all Field Day (FD) activities taking place in Purple Woods
- Ensure all CLOCA rules are followed per rental agreement

Tasks during Phase 1

- Coordinate setup of stations, ensuring safety officer (or designate) are present.

Task during Phase 2

- During Phase 2 ensure continual operations of stations and ensure a safety officer (or designate) is present.
- Coordinate operator schedules
- Coordinate educational activities

Tasks during and after Phase 3

- Coordinate the takedown and clean up of the operation.
- Ensure a garbage sweep.
- Ensure washrooms and buildings are cleaned.
- Collect all logs, log files from stations at the completion of FD
- Consolidate Logs, Generate ARRL Summary Sheet, Dupe sheet, Collect and Submit all logs and evidence to ARRL.

Cameron Richard VE3IGX - Safety Officer

Tasks common to all Phases

- Ensure a safety officer or designate is on site during all phases.
- Conduct a safety briefing before setup begins to set safety expectations.
- Provide a safety briefing to any members that arrive after the above safety briefing.
- Ensure civic address for Purple woods is clearly posted in a common area should emergency services need to be called.
- Maintain a log of all participants when they are on and off property.
- Monitor Weather (website/apps) for inclement weather.
- Complete Field Day Safety Officer Checklist (Annex A) and turn checklist in to FD Coordinator at completion of event.
- Ensure all antennas are set up safely.
- Minimize risks and control hazards to ensure no injuries to the public.
- Maintain a means of communication with 911.
- Control the emergency assembly point in the event of an emergency.
- Check on the wellbeing of all participants to ensure proper hydration.
- Act as the point of contact for any public safety officials.

Louise Fitzjohn VA3LLF - Food Coordinator

Tasks common to all Phases

- Coordinate proper preparation of food.
- Ensure food is stored following safe food practices.
- Be aware of any severe food allergies that participants may have.
- Maintain a safe food preparation area.
- Be aware of fire extinguisher and first aid kit locations.
- Coordinate meal times.
- Ensure proper garbage removal at the completion of the event.

TBT - Public Affairs

Tasks common to all Phases

- Set up and maintain a information table for the general public
- Create a schedule to ensure a member of the club is available to greet members of the public. Name tags should be worn by members.
- Provide tours and explanations to interested members of the public.
- Make every effort to ensure the safety of the public while on site.
- Maintain a log of visitors to include time on and off site.
- In an emergency, provide visitor log to safety officer to account for all guests

Clint Medcalf VA3KDK - Get On The Air (GOTA) Lead Coach/Coordinator

- Set up and maintain the GOTA station following all ARRL rules.
- Familiarize themselves of the GOTA FAQ (Annex D)
- Ensure GOTA logs are completed by the operators
- Create a GOTA Coach schedule using club members.

- Upon completion of event a GOTA log consisting of the following is submitted to the FD coordinator:
 - a. Name of Operator
 - b. Call of Operator
 - c. Number of QSO's and power for each mode type (CW, Digital, Phone) for each operator
 - d. Weather a QSO has a GOTA Coach present or not

Daren Bachmeier VE3NMD

Tasks common to all Phases

- Ensure critical network infrastructure is maintained and kept operational during the entirety of FD.
- Coordinate the emptying of the repeater shack.
- Coordinate all maintenance activities and repair work.
- Ensure all equipment is safeguarded during FD.
- Return repeater shack to normal operating condition by the completion of FD

All Regular Stations at Purple Woods Conservation Area

- Ensures their station operation within ISEDs rules and policies.
- Attend the safety briefing given by the Safety Officer.
- Familiarise yourself with the 2026 Field Day Packet (Annex B).
- Safely set up your station in your designated areas.
- Ensure all safety protocols are followed.
- Ensure fuel is properly stored per the Safety Officer's directions.
- Operate at no more than 100 watts PEP
- Use the NSARC call sign (VE3NSR).
- Log all QSOs. (Date, UTC Time, Freq, Call, Operator, ARRL/RAC Section, and the station's class designator.)
- Keep a log of all operators that operate the station.
- Receive and copy the Field Day Bulletin at least once and hand it in to the Field Day Coordinator

Coordinating Instructions

a. Timings

08:00 EDT 27 Jun 2026 - Set up begins at Purple Woods

14:00 EDT 27 Jun 2026 - ARRL Field Day on Air begins - NSARC begins on air transmissions

14:00 EDT 28 Jun 2026 - NSARC end of 24 hour operating window. Clean up begins

16:59 EDT 28 Jun 2026 - ARRL Field day On air portion ends
03 July 2026 - Deadline to submit logs to Field Day Coordinator.
NLT 25 Jul 2026 - FD Logs submitted

- b. Locations
Purple Woods Conservation Area
38 Coats Road E,
Oshawa, Ontario
L1H 7K4
Maidenhead Grid: FN04ma98nv
Lat Long: 44.037048N 78.920385W

Site layout Attached (Appendix A)

SERVICE AND SUPPORT

Financial Information

All Purchases required for FD must be approved by NSARC executive prior to purchase.

Cost for food has been pre-approved.

Receipts must be submitted to the Treasure to be approved by the President and executive committee.

Members utilizing their own generators are responsible for the fuel costs. Members do have the option to use the club generator.

MEALS

Meals are being provided by NSARC for participants who have RSVP'd.

If you plan on stopping by during FD and have NOT RSVP'd, there may not be enough meals to feed everyone. Please plan ahead for this. There will be limited extras and we will try to accommodate where we can.

Meal plan will be outlined in Annex E

FUELS

The Safety Officer will designate a safe location for fuel storage. All participants are responsible to ensure their fuel is stored according to the Safety Officer's directions.

LOGGING

All stations are required to log their contact using the NSARC's Call sign, VE3NSR. Each QSO must include the following information:

- A. Date and time in UTC of QSO
- B. Frequency

- C. Mode
- D. Station Operator's Call
- E. Station worked
- F. Station's ARRL/RAC Section
- G. Station's FD class designation

Electronic logging is preferred but paper logs are acceptable provided they are legible. Appendix B is an example of a paper log that may be printed.

The recommended software is ***N3FJP ARRL Field Day Contest Log*** ver 6.6.10 (or later) see Ref C. NSARC holds a licence for this software, you may download the program ahead of time. Advise the Field Day Coordinator if you require the licence during Field Day.

All logs must be submitted to the Field Day Coordinator no later than 03 July 2026.

SHELTERS

Shelters (gazebos) will be set up in various locations for Field Day. The following members have committed to bring a shelter for club activities:

- VA3NPW - Nick Field
- VE3TKE - Derek Christian
- VA3YYC - Sam Fitzjohn

Any other members that have a shelter (up to 12x12) that they would not mind bringing for club use. Please bring it for field day ensuring you have adequate ground stakes to peg it down.

COMMAND AND SIGNALS

Points of Contact

- Nick Field - VA3NPW - 905-999-7261
- CLOCA after hours contact - TBT
- Emergency Services (Police Fire Ambulance) - 911
- Closest Hospital - Lakeridge Health Port Perry - 451 Paxton St, Port Perry
- Ontario Poison Centre - 1-844-764-7669

Zoom Meeting

The Club will be running a zoom meeting for the length of the event. Any member may join at any time. This can be used for any purpose, even just a chat. Feel free to also screen share your radio contacts.

Zoom Meeting

<https://us06web.zoom.us/j/87583884272?pwd=nJL8Xrh9FGRI7fO4Cyar1laO8aASmb.1>

Meeting ID: 875 8388 4272

Passcode: 930950

17. Acknowledgement Instruction. All Action addresses are to Acknowledge these orders no later than (NLT) **24 June 2026** to the Field Day Coordinator

Nick Field
VA3NPW
Field Day Coordinator
North Shore Amateur Radio Club, Inc.

Distribution List

Action

VA3LLF	Louise Fitzjohn
VE3NH	Dr. Neil McAlister
VE3KDK	Clint Medcalf
VE3IGX	Cameron Richard

Info

NSARC - Members
NSARC - Friends

Annexes

Annex A - Field Day Safety Officer Checklist
Annex B - Field Day Packet
Annex C - 2026 W1AW Field Day Bulletin Schedule
Annex D - GOTA Station FAQ
Annex E - Meal Plan (To follow)
Annex F - Band Plan For NSARC FD26 (to follow)
Appendix A - Site Layout Map (to follow)
Appendix B - Field Day Log