



DEPARTMENT OF THE NAVY  
UNITED STATES NAVAL ACADEMY  
ANNAPOLIS, MARYLAND 21402-5000

USNA/AACINST 2300.3E  
4/Comm Off  
18 Dec 89

USNA/AAC INSTRUCTION 2300.3E

From: Superintendent, U.S. Naval Academy/Annapolis Area Coordinator

Subj: MANAGEMENT AND ADMINISTRATION OF ANNAPOLIS AREA SECURITY/INDUSTRIAL COMMUNICATION SYSTEM

Ref: (a) OPNAVINST 2400.20D

Encl: (1) Call Sign Assignments

1. Purpose. To publish administrative and operational communication policy for all activities in the Annapolis area which are under the command and support responsibilities of the Superintendent.

2. Cancellation. USNA/AAC Instruction 2300.3D. Because of extensive revisions, no special markings appear in this instructions.

3. Scope

a. This policy concerns procurement, installation, operation, maintenance, and repair of the portable, mobile, and fixed short range communication assets used in support of the security and industrial requirements of the U.S. Naval Academy (USNA), Naval Station, Marine Barracks, and CBU 403.

b. For activities which are not under the command and support responsibilities of the Superintendent, but have disaster control responsibility to the Superintendent as the Annapolis Area Coordinator, this policy concerns equipment capability and use.

4. Definitions

a. Security Net. A communication system established to support the interior and exterior security forces of a naval activity to include the Security Police Division, Marine Barracks, Naval Station Police Force, and Annapolis Harbor Control. The system is operated and maintained per the basic requirements listed in reference (a). The security radio net operates on the following assigned frequencies:

<u>Transmit Frequency</u>	<u>Receive Frequency</u>
F1 - 149.000 MHZ	F1 - 149.000 MHZ
F2 - 148.425 MHZ	F2 - 148.425 MHZ

b. Fire Emergency Net. A communication system established to support the interior and exterior fire department forces of a naval activity that includes paging services.

<u>Transmit Frequency</u>	<u>Receive Frequency</u>
F1 - 149.000 MHZ	F1 - 149.000 MHZ
F2 - 148.425 MHZ	F2 - 148.425 MHZ

c. Bancroft Hall Master-at-Arms Force

<u>Transmit Frequency</u>	<u>Receive Frequency</u>
F1 - 149.400 MHZ	F1 - 149.400 MHZ
F2 - 148.425 MHZ	F2 - 148.425 MHZ

d. Industrial Net. A communication system established to support the interior and exterior industrial requirements of a naval activity and includes motor pool, utilities maintenance, Resident Officer-In-Charge of Construction (ROICC), Naval Medical Clinic (NavMedClinic), and paging services. The industrial radio net operates on the following assigned frequencies:

<u>Transmit Frequency</u>	<u>Receive Frequency</u>
F1 - 148.350 MHZ	F1 - 148.350 MHZ
F2 - 148.425 MHZ	F2 - 148.425 MHZ

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e. David Taylor Research Center, Annapolis (DTRC). A VHF radio network operating on the following frequencies with access to the USNA Fire Department and security net via channel F2:

<u>Transmit Frequency</u>	<u>Receive Frequency</u>
F1 - 149.050 MHZ	F1 - 149.050 MHZ
F2 - 148.425 MHZ	F2 - 148.425 MHZ

f. Base Station. A fixed transmitter/receiver/antenna system which provides local or remote operation. This type station is usually operated from local commercial power, but can have an emergency or no-break backup.

g. Remote Station. A fixed operating console which provides the operator with a capability to control one or more base stations from either a local or remote station using telephone keying lines.

h. Mobile Station. A two-way radio permanently installed in a land, sea, or airborne vehicle, and powered by the battery/generator of the vehicle.

i. Portable Set. A small, relatively low-powered two-way radio containing its own rechargeable power supply. It is otherwise known as a handie-talkie, walkie-talkie or portable radio.

j. Porta-Mobile Set. A low-powered set which can be operated either as a mobile or as a portable.

k. VHF FM Band. That portion of the electro-magnetic spectrum lying between 132 and 172 MHZ. The Naval Academy's portion of the spectrum lies between 148 and 152 MHZ.

l. Dual/Multi Channel. The capability of a base, portable, mobile, or porta-mobile station to transmit and receive on more than one authorized channel.

5. Background. Cost Centers and Sub-Cost Centers have, in the past, procured equipment to establish a communication capability based only on their own requirements. Equipment has in some cases proven to be insufficiently flexible to meet net requirements. Additional equipment procured by Cost Centers may result in the overloading of available channels, thus making it difficult to communicate. The purchase of any additional equipment must be approved by the Communications Officer.

#### 6. Responsibilities

a. Deputy for Operations. The Deputy for Operations is the approving authority for security and industrial communication requirements, modifications, or changes to the equipment allowance of all activities under the command and support responsibilities of the Superintendent. No additional equipment will be purchased without coordination with the Communications Officer and final approval by Deputy for Operations.

b. Communications Officer. The administration of the security, fire, and industrial communications systems is the responsibility of the Communications Officer, who will make sure that proper technical standards and frequency management techniques are employed to maintain the system at its highest efficiency. Communications will coordinate and control payment for all repairs and maintenance performed by a civilian contractor as well as the purchase of additional equipment. Additional equipment requirements must be provided to the Communications Officer before the beginning of each fiscal year in order that sufficient funds may be budgeted for.

c. Security Officer. The Security Officer is responsible for the operation of the security radio net, and will control access to the security net and thus may assume net control when deemed necessary.

d. Fire Chief. The Fire Chief is responsible for the operation of the Fire Emergency Net, and will control access to the fire emergency net and thus may assume net control when deemed necessary.

e. Public Works Officer. The Public Works Officer is responsible for the operation of the industrial radio net. The Public Works Officer may assume net control when deemed necessary.

f. Cost Center Head. Anticipated communication requirements is a responsibility of the Cost Center Head who justifies the requirement.

g. Sub-Cost Center Head. Physical custody and utilization is a responsibility of the Sub-Cost Center Head using the equipment. In the event of equipment failure, the Sub-Cost Center Head will make sure the equipment is delivered to the Communications Center for coordination with a civilian contractor for repair and pick up when repairs are completed. If the failure involves a base-station or mobile unit, the Sub-Cost Center Head will call the Communications Center for coordination with civilian contractor and a repairman will be sent to that location for base-stations and the mobile unit will be taken to the contractor. The Communication Center is the only authorized Sub-Cost Center to contact a civilian contractor to effect repairs. When repairs are completed to any communication unit, the repair invoice will be delivered immediately to the Communications Center, located in the basement of the Administration Building, in order that payment can be made. Sub-Cost Center Head users of communication equipment will submit any requirements for equipment replacement before the beginning of each fiscal year in order that Communications Sub-Cost Center can budget for sufficient funds.

## 7. Policy

a. Communication requirements will be originated, developed, and fully justified by the Cost Center Head and submitted to the Deputy for Operations via Communications Officer for approval:

b. A communications reliability of 100%, as a target, will be extended to include the geographical area of the Annapolis Area Complex. This includes that area limited by:

- (1) Northeast (US 50) to the Chesapeake Bay Bridge.
- (2) North (MD RT 2/Ritchie Hwy) to Jones Station Road (Arnold, Md).
- (3) West to Davidsonville, MD.
- (4) South (Forest Drive) to include Bay Ridge, Hillsmere, Eastport, and Truxton Park.

c. Any additional or replacement equipment to be procured will be coordinated with and purchased by the Communications Center and will be dual/multichannel capable of transmitting and receiving 148.425 MHZ.

d. The Security Net will be used to the largest extent possible for the support of security related functions. Likewise, the Industrial Net will be occupied normally by industrial oriented traffic and the fire emergency net will be used for the sole purpose of the Fire Department. This does not preclude the use of one net due to the failure of the other.

e. Call signs will be used to identify the system user. Call signs are listed in enclosure (1).

f. The landline telephone system will be used to conduct routine administrative business. The Security, Fire, and Industrial nets will be used only when the telephone is either not available or inappropriate.

g. The Security, Fire, and Industrial nets will be the primary communications systems to support Disaster Control/Civil Defense requirements in the Annapolis area. When a disaster or other emergency situation arises, the Security Officer will control both the Security and Industrial nets, and have access to the Fire Emergency net, from the Disaster Control Center as deemed necessary.

h. Activities not under control and support responsibilities of the Superintendent which have security nets of their own should be capable of netting with the Naval Academy Security Net on an as required basis.

  
B. A. SPOFFORD  
Deputy for Operations

Distribution:  
AA

CALL SIGN ASSIGNMENTS

<u>ACTIVITY</u>	<u>CALL - UNIT</u>	<u>CALL - UNIT</u>
<b>USNA Security Police</b>	700 - Security Officer	730 - Vacant
	701 - Chief of Police	731 - Lead Guard
	702 - Asst Chief of Police	732 - Guard Patrol
	703 - Training Officer	733 - Guard Patrol
	704 - Detective	734 - Guard Patrol
	705 - Detective	735 - Guard Patrol
		736 - Guard Patrol
		<b>Special Detail Assignments</b>
	710 - Watch Commander	740 - Lieutenant
	711 - Lead Police Officer	741 - Lead Police/Guard
	712 - Police Patrol	742 - Police/Guard
	713 - Police Patrol	743 - Police/Guard
	714 - Police Patrol	744 - Police/Guard
	715 - Police Patrol	745 - Police/Guard
	716 - Police Patrol	746 - Police/Guard
		747 - Police/Guard
		748 - Police/Guard
		749 - Police/Guard
	720 - Gate #0	
	722 - Gate #2	
	723 - Gate #3	
	724 - Gate #4 (RTF)	
	725 - Gate #5	
	727 - Gate #7	750 - Physical Security
	729 - Gate #10	751 - Physical Security

**U.S. Marine Barracks, Naval Station, Annapolis, MD:**

600 - Commanding Officer	620 - Post #1 Rover
601 - Executive Officer	621 - Gate #1
602 - Guard Officer	623 - Gate #3
603 - First Sergeant	628 - Gate #8
610 - Officer of the Day	630 - ASAT
611 - Guard Chief	631 - BSAT
612 - Sergeant of the Guard	
613 - Corporal of the Guard	640 - Base Unit

**U.S. Naval Station Police:**

Control - Navy Police HQ	510 - Navy Police Pickup Trk
500 - Security Officer	520 - Navy Police Van
501 - Chief of Police	530 - Extra Patrol
502 - Chief Investigator	540 - Extra Patrol
503 - Investigator	550 - Extra Patrol

ACTIVITY

**Communications:**

UNIT

Disaster Control Center  
Communications Officer  
Communications Chief  
Communications LPO  
Communications Center

CALL

Control Center  
Comm Officer  
Comm Chief  
Comm One  
Comm Watch

**Bancroft Hall Security Guards:**

First Lieutenant  
General Foreman  
Chief of Security

Bancroft Alfa  
Bancroft Bravo  
Bancroft Chief

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Foreman 1st Regt.	Bancroft Charlie
Foreman 2nd Regt.	Bancroft Delta
1 - 3 Guard	Bancroft Three
5 Guard	Bancroft Five
7 Guard	Bancroft Seven
2 - 4 Guard	Bancroft Four
6 Guard	Bancroft Six
8 Guard	Bancroft Eight
Watch Supervisor	Bancroft Echo

**USNA:**

Naval Academy Duty Officer NADO

**USNA Fire Department:**

Fire Station #1	Fire Alarm
Fire Chief	Fire Chief
Fire Inspector	Fire Inspector
Fire Station #2	Fire Station
Fire Chief's Pickup	Chief One
Fire Station #2 Pickup	Chief Two
Maintenance Truck #1	Fire Maint. One
Maintenance Truck #2	Fire Maint. Two
Engine #1	Engine One
Engine #2	Engine Two
Engine #3	Engine Three
Engine #4	Engine Four
Fire Department Ambulance	Life Saver Charlie

**Public Works Department:**

Central Heat Plant Base Sta	Timber Mason
Public Works Duty Officer	Mason Alfa
Work Center 19 Base Station	Tradeshops Mason
Heating Plant	Mason Bravo
Tool Crib	Mason Charlie
Line Truck	Mason Delta
Line Truck	Mason Echo
Roving Patrol	Mason Foxtrot
Supervisor	Mason Golf
Foreman	Mason Hotel
Tool Crib	Mason India
Duty Plumber	Mason Jewell
Duty Electrician	Mason Kilo
Tool Crib	Mason Lever
Tool Crib	Mason Mecca
Tool Crib	Mason Noble
Tool Crib	Mason Oscar
Tool Crib	Mason Queen
Tool Crib	Mason Hot Wire
Tool Crib	Mason Star
Tool Crib	Mason Tango
Tool Crib	Mason Victor
Tool Crib	Mason Whiskey
Tool Crib	Mason Xray
Tool Crib	Mason Yankee
Tool Crib	Mason Zulu
Tool Crib	Mason Vent Pipe
Tool Crib	Mason Uncle
Tool Crib	Mason Drill Bit
Tool Crib	Mason Electrode
Tool Crib	Mason Saw Dust
Tool Crib	Mason Power I
Tool Crib	Mason Power II

Enclosure (1)

**DTRC:**

**DTRC**

**High Alloy**

**CBU 403:**

Base Station	403
Portable 1	403 Alfa
Portable 2	403 Bravo
Portable 3	403 Charlie
Portable 4	403 Delta
Portable 5	403 Echo
Portable 6	403 Foxtrot

**Naval Medical Clinic:**

Information Desk	Life Saver Base
NavMedClinic Mobile	Life Saver One
NavMedClinic Mobile	Life Saver Two
NavMedClinic Mobile	Life Saver Three
NavMedClinic Mobile	Life Saver Four
NavMedClinic Mobile	Life Saver Five
Bancroft Hall	Life Saver Six
NavMedClinic Ambulance #1	Life Saver Alfa
NavMedClinic Ambulance #2	Life Saver Bravo