NNR: NO **No.:**	OPERATING INSTRUCTIONS FOR EMERGENCY PLAN COMMUNICATIONS EQUIPMENT		PAGE 1

KORC NO	**ACCESS** Nuclear Restricted	**IMPORTANCE CATEGORY** SR	**NEXT REVIEW DATE** 2025-02-02	**DATE AUTHORISED** 2022-02-02

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EMERGENCY PLAN COORDINATOR	EMERGENCY MANAGEMENT SENIOR PHYSICIST	EMERGENCY MANAGEMENT MANAGER
DATE 2022-01-27	**DATE** 2022-01-31	**DATE** 2022-02-02

THIS PROCEDURE HAS BEEN SEEN AND ACCEPTED BY:

K Kline   Document Custodian

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1.0   PURPOSE

1.1   This document describes the operating instructions for the Emergency Plan communications equipment.

2.0   SCOPE

2.1   Use the ICOM Air Band Transceiver.

2.2   Use of the Canon L220/L295 facsimile machine.

2.3   Use the VHF Marine Transceiver.

2.4   Use the Remote Microphone System.

2.5   Use of the Philips UHF/VHF radio base station.

2.6   Use the UHF/VHF Motorola base station.

2.7   Use of the ICOM IC-U16T UHF and H16T VHF hand-held radios.

2.8   Use of the satellite telephone STN Atlas SP-2000V.

2.9   Use of Cisco 7970 IP Phone.

2.10   Use of the Plantronics C560 Wireless headset.

2.11   Use of Cisco 7920 IP Phone.

2.12   Use of Iridium 9555 and Inmarsat IsatPhone Pro Satellite Phones

3.0   DEFINITIONS AND ABBREVIATIONS

3.1   Definitions

N/A

3.2   Abbreviations

3.2.1   **CCT** – City of Cape Town

3.2.2   **DOC** – Disaster Operations Centre

3.2.3   **ECC** – Emergency Control Centre

3.2.4   **ESL** – Environmental Survey Laboratory

3.2.5   **FAX** – Facsimile

3.2.6   **IP** – Internet Protocol

3.2.7   **SAP** – System Application Processes

3.2.8   **UHF** – Ultra High Frequency

3.2.9   **VHF** – Very High Frequency

4.0   REFERENCES

4.1   Referenced Documents

4.1.1   335-2, Rev 5:   Koeberg Nuclear Power Station Management Manual

4.1.2   KAA-500, Rev 13:   The Process for Controlled Documents

4.1.3   KAA-811, Rev 3:   The Integrated Koeberg Nuclear Emergency Plan

4.1.4   KSA-011, Rev 14:   The Requirements for Controlled Documents

4.2   Applicable Documents

4.2.1   C560 DECT Wireless Headset System User Guide

4.2.2   Cisco IP Phone 7920 Phone Guide

4.2.3   Cisco IP Phone 7970 Phone Guide

PAIA section 38(b).Redacted as it contains sensitive information

5.0   PREREQUISITES

5.1   Operators of the airband and marineband radios (2.6 and 2.7) must be holders of the Postmaster General's Restricted Radiotelephone Operator's Certificate (Marine).

6.0   PRECAUTIONS AND LIMITATIONS

6.1   Precautions

6.1.1   Operators communicating by radio must do so in accordance with Radio Voice Procedure as described in Appendices 10, 11, 12 and 13.

6.1.2   When collecting a handheld radio, operators must ensure that instruments for which a green LED indicator is illuminated on the charger, should be used. Red LEDs indicate discharging of batteries.

6.1.3   Handheld radios must be switched off before placement in the charger.

6.1.4   Operators using the Canon L220/L295 fax machines must ensure that the machines are stocked with adequate supplies of paper.

6.1.5   Photocopies of faxed documents must be made for refaxing.

6.1.6   Do not fax documents with which Tippex correction fluid has been used, as this will jam the fax machine.

6.1.7   Obey all pictograms that forbid the use of radios.

6.2   Limitations

6.2.1   UHF radios must be used on-site only, except inside the plant. Pictograms indicate areas where radio use is not permitted.

6.2.2   Obstructions affect radio operations. Operators should move to a different location if radio communication problems are experienced.

6.2.3   Battery life of handheld radios is limited. If an operator will use a radio for longer than one hour, a spare battery should also be taken.

6.2.4   The fax machine redial function is limited to three redials in five minutes. After this period, the dialled number is cancelled automatically.

7.0   PROCEDURE

7.1   Operating instructions for equipment in sections 2.1 to 2.9 are in Appendices 1 to 9 respectively.

7.2   Operating instructions for the Cisco 7920, Cisco 7970, IP Phones and the Plantronics C560 wireless headset can be found on the Emergency Plan server in the E-Plan / User Guides Directory.

7.3   Currently satellite phones do not have antennas that allow these phones to be used inside the buildings. To use these both side must have clear line of sight to the respective satellite, i.e. should not be covered by a roof. The instructions for using these phones are set out in Appendix 15, 16 and 17.

8.0   ACCEPTANCE CRITERIA

8.1   Monthly functional checks will be performed. Defective equipment will be appropriately marked and must not be used.

9.0   RECORDS

9.1   Monthly functional check sheets will be retained in Emergency Management in accordance with   nd the Emergency Management Quality Records List.

9.2   Applicable records of defects will be entered on SAP via a computer workstation.

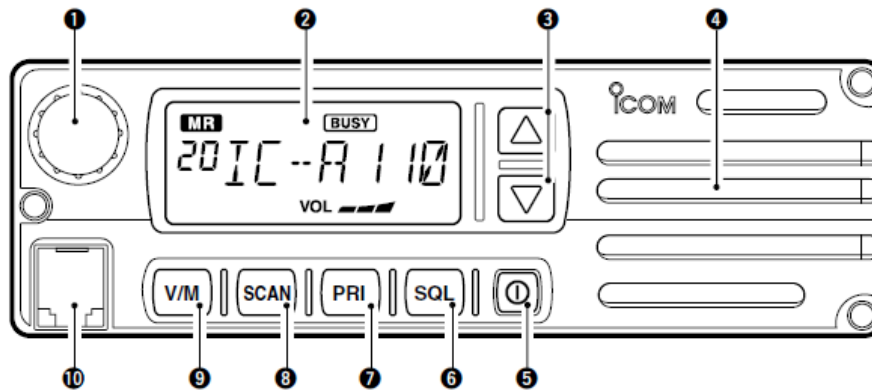9.3   All other relevant records will be kept in accordance with the Emergency Management Quality Records List.

10.0   ATTACHMENTS

Appendix 1 – Operating Instructions for the ICOM IC A110 VHF Transceiver

Appendix 2 – Operating Instructions for the GESTETNER MP171 F Facsimile Machines

Appendix 3 – Operating Instructions for the ICOM IC M323 VHF Transceiver

Appendix 4 – Operating instructions for the TOA Site Public Address System

Appendix 5 – Operating Instruction for the Philips UHF/VHF Radio Base Station

Appendix 6 – Operating Instruction for the Motorola DM 1000 series VHF/UHF Base Stations

Appendix 7 – Operating Instruction for the ICOM IC-U16T UHF and IC -H16T VHF Handheld Transceivers

Appendix 8 – Operating an Analogue Telephone via the BGAN Explorer Units

Appendix 9 – Call Signs for Koeberg

Appendix 10 – Phonetic Alphabet

Appendix 11 – Using Specific Words

Appendix 12 – Pronunciation of Numbers

Appendix 13 – Emergency Satellite Phone Instructions

Appendix 14 – Iridium 9555 Satellite Phone Operating Instructions

Appendix 15 – Inmarsat Isatphone Pro Satellite Phone Operating Instructions

Appendix 16 – Justification

APPENDIX 1

OPERATING INSTRUCTIONS FOR THE ICOM IC A110 VHF TRANSCEIVER

■ **Panel description**

❶ **TUNING [DIAL] [TS](DIAL)**
➥ Changes the operating frequency; memory channel in the Memory mode; set mode contents in the Set mode, etc.
➥ Push to toggle the dimmer control OFF, Low or High.
➥ Hold down for 1 second to select the Tuning Step [TS]; 1 MHz or 10 kHz are selectable. (p. 5)

❷ **FUNCTION DISPLAY** (p. 3)
Displays the operating frequency, memory channel name, etc.

❸ **VOLUME UP [▲] DOWN [▼] KEY**
Adjusts the audio output level.

❹ **LOUD SPEAKER**
Front mounted loud speaker.

❺ **POWER SWITCH [POWER]**
Hold down 0.5 seconds to turn the power ON or OFF.
• At Power ON, the Initial Set mode (p. 10) or the Cloning mode (p. 11) can optionally be selected.

APPENDIX 1 (continued)

❻ SQL SWITCH [SQL]
➡ Push to turn ON the squelch adjust mode. (p. 5)
➡ Hold down this switch for 1 second to turn the both internal and external speaker output ON or OFF. (p. 4)

❼ PRIORITY SWITCH [PRI]
Push to select the priority channel. (p. 11)
• "Pr" appears on the display.

❽ SCAN SWITCH [SCAN]
➡ Starts and stops the scan function:
  • VFO mode: VFO scan function. (p. 6)
  • Memory mode: Memory channel scan function. (p. 6)
➡ Hold down this switch for 5 seconds to set the displayed channel as a memory lockout channel. (p. 8)
  • "LOCK OUT" appears on the display.

❾ VFO/MEMORY SWITCH [V/M] [MW](V/M)
➡ Push to toggle between the VFO mode and the Memory mode. (p. 4)
  • "MR" and memory channel number appear when the Memory mode is selected.
  • The transceiver has 99 memory channels.
➡ When the VFO mode is selected;
  • Hold down this switch for 5 seconds to enter the VFO frequency into the memory channel. (p. 8)
➡ When the Memory mode is selected;
  • Hold down this switch for 5 seconds to turn ON the "Memory name write mode." (p. 9)

❿ MICROPHONE CONNECTOR
Connects to the supplied microphone or optional.
NEVER connect other microphones. The pin assignments may be different and the transceiver may be damaged.
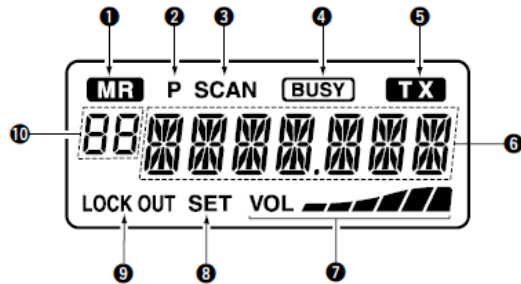
MICROPHONE
The supplied microphone has a PTT switch and a cradle. The following functions are available when the microphone is taken off the hook or put back on the hook:
➡ Automatic scan starts when the microphone is put ON Hook. (p. 7)
➡ Automatic scan stops when the microphone is taken OFF Hook. (p. 7)

> **NOTE:** Optional functions vary with transceiver version. In this manual, optional functions are indicated by an " _OPTION_ " Icon.
> Please contact your dealer for details.

APPENDIX 1 (continued)

■ Function display

❶ **MEMORY MODE INDICATOR** (p. 4)
Appears when the Memory mode is selected.

❷ **DUALWATCH INDICATOR** (p. 7)
Appears when the dualwatch function is activated.

❸ **SCAN INDICATOR** (p. 6)
Appears when the scan function is selected.

❹ **BUSY INDICATOR** (pp. 4, 5)
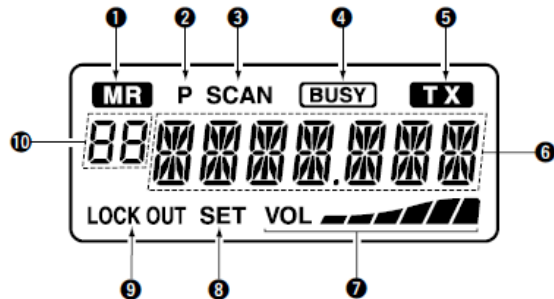Appears when receiving a signal or when the squelch is open.

❺ **TX INDICATOR** (p. 4)
Appears while transmitting.

❻ **FREQUENCY DISPLAY**
➡ Shows the operating frequency. (p. 4)
➡ Shows the channel name when the memory name function is selected. (p. 10)

❼ **VOLUME LEVEL INDICATORS**
Shows the AF volume level (while receiving).

❽ **SET MODE INDICATOR** (p. 10)
Appears when the Initial Set mode is selected.

❾ **LOCK OUT INDICATOR** (p. 8)
Appears when the channel is set as a 'LOCK OUT' channel.

❿ **MEMORY CHANNEL INDICATOR**
➡ Displays the selected memory channel number
➡ "Pr" appears when the priority channel is selected.

OPTION
NOTE: The VFO/memory switch [V/M] and the memory write switch [MW](V/M) functions may not be available, depending on the version.

APPENDIX 1 (continued)

■ Function display

❶ MEMORY MODE INDICATOR (p. 4)
Appears when the Memory mode is selected.

❷ DUALWATCH INDICATOR (p. 7)
Appears when the dualwatch function is activated.

❸ SCAN INDICATOR (p. 6)
Appears when the scan function is selected.

❹ BUSY INDICATOR (pp. 4, 5)
Appears when receiving a signal or when the squelch is open.

❺ TX INDICATOR (p. 4)
Appears while transmitting.

❻ FREQUENCY DISPLAY
➥ Shows the operating frequency. (p. 4)
➥ Shows the channel name when the memory name function is selected. (p. 10)

❼ VOLUME LEVEL INDICATORS
Shows the AF volume level (while receiving).

❽ SET MODE INDICATOR (p. 10)
Appears when the Initial Set mode is selected.

❾ LOCK OUT INDICATOR (p. 8)
Appears when the channel is set as a 'LOCK OUT' channel.

❿ MEMORY CHANNEL INDICATOR
➥ Displays the selected memory channel number
➥ "Pr" appears when the priority channel is selected.

> *OPTION*
> ***NOTE:** The VFO/memory switch [V/M] and the memory write switch [MW](V/M) functions may not be available, depending on the version.

APPENDIX 1 (continued)

■ Power ON

① Push [POWER] to turn ON the power.
② Operate the transceiver as described in the following sections.

MR
01   122.925
VOL ▬▬◢

③ Select the desired memory channel (or VFO frequency) with the [V/M] keys.
 • When receiving a signal, " **BUSY** " appears and audio is heard from the speaker.
 • Further adjustment of the audio level may be necessary at this point.
 • Push [SQL] to adjust the squelch level. (p. 5)
 • Hold down [TS](DIAL) for 1 second to select the tuning step. 1 MHz or 10 kHz are selectable. (p. 5)
④ Hold down [PTT] to transmit, then speak into the microphone at your normal voice level.
 • Transmit indicator " **TX** " lights.
⑤ Release [PTT] to receive.

■ Channel selection

◇ VFO/Memory selection

Push [V/M] to select the Memory mode or the VFO mode.

➡ Rotate [DIAL] to select a desired frequency or channel.
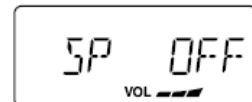
126.825
VOL ▬▬◢

MR
06   126.835
VOL ▬▬◢

◇ External speaker output control

External speaker output can be turned OFF, if desired.
① Hold down [SQL] for 1 second.
② Rotate [DIAL] to select "SP OFF".
③ Push [SQL] to return to the previous mode.

▨ NOTE: This function is available for both internal and external speakers.

SP   OFF
VOL ▬▬◢

APPENDIX 1 (continued)

■ Squelch function

The transceiver has a noise squelch circuit to mute undesired noise while receiving no signals.

◇ Setting the squelch level
① Push [SQL] to turn ON the level adjusting mode.
② Rotate [DIAL] to select the squelch level.
   • 'SQ 01' is loose squelch and 'SQ 25' is tight squelch. (Initial level is 'SQ 01')
   • 'SQ 01' indicates that the squelch circuit is turned off.
   • " BUSY " appears on the display.
③ Push [SQL] to return to regular operation.

■ Sidetone function

When using an optional headset, such as those from the David Clark Co. using the OPC-871 HEAD SET ADAPTER, the transceiver outputs your transmitted voice to the headset for monitoring. (p. 16)

■ LCD backlight control

The backlight of the LCD can be set to OFF, Low or High.

➡ Push [DIAL] to toggle the backlight control; OFF, Low or High are selectable.

■ Dial select function OPTION

Use the dial select function to adjust the tuning steps of the [DIAL] keys. Use 1 MHz tuning when you want to change the frequency in large increments; use regular tuning (25 kHz or 8.33 kHz) when you want to change the frequency in smaller increments.

① Push [V/M] to select VFO mode.
② Hold down [TS](DIAL) for 1 second to select the desired tuning increment.
   • 1 MHz tuning or regular tuning steps can be selected. (see the diagrams to the right)
③ Hold down [TS](DIAL) for 1 second to return to normal operation.

126.830
VOL ▬▬◢

1 MHz tuning selected

126.830
VOL ▬▬◢

Regular tuning selected

NOTE: Large tuning steps should be used only when you want to change the frequency in large increments. Please select regular tuning steps for normal operation.
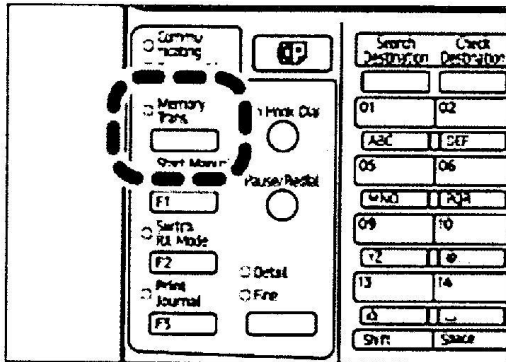
APPENDIX 2

OPERATING INSTRUCTIONS FOR THE GESTETNER MP171 FFACSIMILE MACHINES

NOTE: Any off site number dialled must be preceded by an 0, e.g. 0 021

Any site number called requires using only the last 4 digits

1 Make sure that Memory Trans. indicator is not lit.

If it is lit, Memory Transmission mode is selected. Press the [Memory Trans.] key.

2 Place the original into the ADF.

3 Select the scan settings you require.

For details about the scan settings, see "Scan Settings".

4 Using the number keys or a Quick Dial key, specify a destination.

If you make a mistake, press the [Clear/Stop] key, and then enter the correct number.

5 Press the [Start] key.

The machine dials a destination.

APPENDIX 3

OPERATING INSTRUCTIONS FOR THE ICOM IC M323 VHF TRANSCEIVER

◇ **Priorities**
- Read all rules and regulations pertaining to call priorities, and keep an up-to-date copy handy. Safety and distress calls take priority over all others.
- You must monitor Channel 16 when you are not operating on another channel.
- False or fraudulent distress calls are prohibited under law.

◇ **Privacy**
- Information overheard, but not intended for you, cannot lawfully be used in any way.
- Indecent or profane language is prohibited.

◇ **Radio licenses**
(1) SHIP STATION LICENSE
You may require a current radio station license before using the transceiver. It is unlawful to operate a ship station which is not licensed, but required to be.

If required, contact your dealer or the appropriate government agency for a Ship-Radiotelephone license application. This government-issued license states the call sign which is your craft's identification for radio purposes.

(2) OPERATOR'S LICENSE
A Restricted Radiotelephone Operator Permit is the license most often held by small vessel radio operators when a radio is not required for safety purposes.

If required, the Restricted Radiotelephone Operator Permit must be posted or kept with the operator. If required, only a licensed radio operator may operate a transceiver.
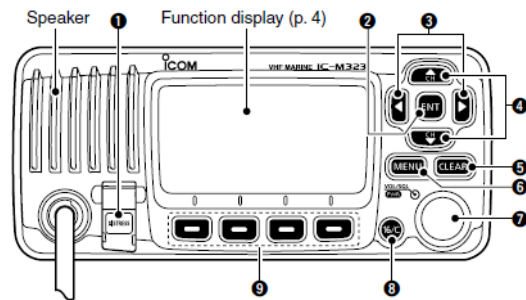
However, non-licensed individuals may talk over a transceiver if a licensed operator starts, supervises, ends the call and makes the necessary log entries.

A current copy of the applicable government rules and regulations is only required to be on hand for vessels in which a radio telephone is compulsory. However, even if you are not required to have these on hand it is your responsibility to be thoroughly acquainted with all pertinent rules and regulations.

APPENDIX 3 (continued)

■ 2   PANEL DESCRIPTION

■ Front panel

❶ DISTRESS KEY [DISTRESS] (pp. 23, 24)
Hold down for 3 seconds to transmit a Distress call.

❷ ENTER KEY [ENT] (pp. 7, 10, 66)
Push to set the input data, selected item, and so on.

❸ LEFT AND RIGHT KEYS [◀]/[▶]
➥ Push to switch to the previous or next key function that is assigned to the softkeys. (p. 6)
➥ Push to select the desired character or number in the table while in the channel name, position, MMSI code programming mode, and so on. (pp. 7, 12, 22)

❹ UP AND DOWN/CHANNEL SELECT KEYS [▲•CH]/[▼•CH]
➥ Push to select the operating channels, Menu items, Menu settings, and so on. (pp. 11, 66)
➥ Push to check Favorite channels, change the scanning direction or manually resume a scan. (p. 17)

❺ CLEAR KEY [CLEAR] (pp. 7, 12, 66)
Push to cancel the entered data, or to return to the previous screen.

❻ MENU KEY [MENU] (p. 66)
Push to enter or exit the Menu screen.

❼ VOLUME AND SQUELCH SWITCH/POWER SWITCH [VOL/SQL•PWR]
➥ When the power is OFF, hold down for 1 second to turn ON power. (p. 11)
➥ Hold down for 1 second to turn OFF power.
➥ When the power is ON, push to enter the volume level adjustment mode.* (p. 14)
   • Each push of this switch toggles the mode between the volume level adjustment, squelch threshold level adjustment, operating channel selection and the LCD and key backlight brightness adjustment, if assigned.
➥ Rotate to adjust the volume level.* (p. 14)
*The desired function can be assigned in the Menu screen.

2

APPENDIX 3 (continued)

VHF MARINE BAND TRANSCEIVER

PANEL DESCRIPTION   2

2

❽ CHANNEL 16/CALL CHANNEL KEY [16/C]
➡ Push to select Channel 16. (p. 9)
➡ Hold down for 1 second to select the Call channel. (p. 9)
  • "CALL" appears when the Call channel is selected.
➡ Hold down for 3 seconds to enter Call channel program-
  ming mode when the Call channel is selected. (p. 12)

❾ SOFTKEYS
The desired functions as described below can be assigned
in the Menu screen.

Scan [SCAN] (p. 17)
Push to start or stop a Normal or Priority scan.

Dualwatch/Tri-watch [DW] (p. 18)
➡ Push to start a Dualwatch or Tri-watch.
➡ Push to stop a Dualwatch or Tri-watch when either is
  activated.

High/Low [HI/LO] (p. 11)
Push to set the power to high or low.
• Some channels are set to only low power.

Channel [CHAN] (p. 9)
Push to select a regular channel.

AquaQuake [AQUA] (p. 15)
While holding down, the AquaQuake function is activated
to clear water away from the speaker grill.

Favorite channel [★] (p. 17)
➡ Push to set or clear the displayed channel as a Favorite
  (Tag) channel.
➡ Hold down for 3 seconds to clear or set all Favorite
  channels in the selected channel group.

Name [NAME] (p. 12)
Push to enter the channel name programming mode.

Backlight [BKLT] (p. 15)
Push to enter the LCD and key backlight brightness ad-
justment mode.
• While in the adjustment mode, push [▲]/[▼]/[◀]/[▶] or rotate Dial
  to adjust the brightness of the LCD and key backlight.

Log [LOG] (p. 58)
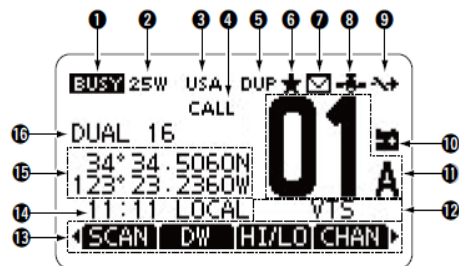Push to enter "RCVD CALL LOG" in the DSC CALLS menu.

3

APPENDIX 3 (continued)

VHF MARINE BAND TRANSCEIVER

2 PANEL DESCRIPTION

■ Function display

❶ BUSY/TRANSMIT ICON (p. 11)
➥ "BUSY" appears when receiving a signal or when the squelch is open.
➥ "TX" appears while transmitting.

❷ POWER ICON (p. 11)
➥ "25W" appears when high power is selected.
➥ "1W" appears when low power is selected.

❸ CHANNEL GROUP ICON (p. 10)
Shows which channel group is selected, a U.S.A. "USA," International "INT," ATIS "ATIS" or DSC "DSC", depending on the version.

❹ CALL CHANNEL ICON (p. 9)
Appears when the Call channel is selected.

❺ DUPLEX ICON (p. 10)
Appears when a duplex channel is selected.

❻ FAVORITE CHANNEL ICON (p. 17)
Appears when a Favorite (Tag) channel is selected.

❼ MESSAGE ICON (p. 58)
Blinks when there is an unread DSC message.

❽ GPS ICON
➥ Stays ON when the connected GPS receiver is activated and valid position data is received.
➥ Blinks when invalid position data is being received.

❾ SWITCH ICON (p. 61)
Appears when the "CH 16 SWITCH" in DSC Settings is set to 'OFF.'

❿ LOW BATTERY ICON
Blinks when the battery voltage drops to approximately 10 V DC or less.

⓫ CHANNEL NUMBER READOUT
Shows the selected operating channel number.
• When a simplex channel is selected, "A" appears.

⓬ CHANNEL NAME FIELD
The channel name appears, if programmed. (p. 12)

4

APPENDIX 3 (continued)

VHF MARINE BAND TRANSCEIVER

PANEL DESCRIPTION **2**

⓭ KEY ICON (p. 6)

Shows the programmed function of the softkeys on the front panel.

⓮ TIME ZONE INDICATOR

➥ Shows the current time when a GPS receiver is connected, or the time is manually programmed.
  • When the GPS current time is invalid, "??" will blink every 2 seconds instead of current time. After 23.5 hours has passed, "NO TIME" will appear.
  • "??" will blink every 2 seconds instead of the current time, after 4 hours have passed from the time when the time was manually programmed. The manually programmed time is held for only 23.5 hours, and after that, "NO TIME" will appear.

➥ "LOCAL" appears when the offset time is set.

➥ "MNL" appears when the time is manually programmed.

➥ "UTC" appears when the GGA, GLL and GNS GPS sentence format is included in the GPS signal.

➥ The date information appears when the RMC GPS sentence format is included in the GPS signal.

➥ "NO TIME" appears when no GPS receiver is connected, and no time is manually input.

⓯ POSITION INDICATOR

➥ Shows the current position when a GPS receiver is connected, or the position is manually programmed.
  • When the GPS position is invalid, "??" may blink every 2 seconds instead of position. The last position is held for only 23.5 hours, and after that, "NO POSITION" will appear.
  • "??" will blink every 2 seconds instead of position, after 4 hours have passed from the time when the position is manually programmed. The manually programmed position is held for only 23.5 hours, and after that, "NO POSITION" will appear.

➥ "NO POSITION" appears when no GPS receiver is connected, and no position is manually input.

⓰ SCAN INDICATOR

➥ "SCAN 16" appears during a Priority scan; "SCAN" appears during a Normal scan. (p. 17)

➥ "DUAL 16" appears during Dualwatch; "TRI 16" appears during Tri-watch. (p. 18)
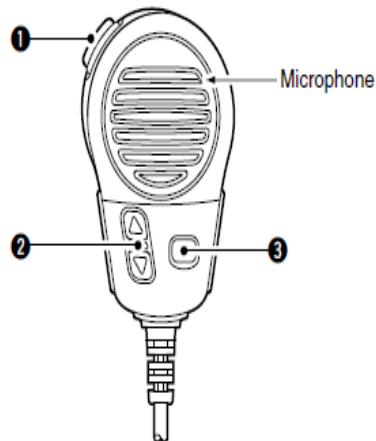
2

5

APPENDIX 3 (continued)

VHF MARINE BAND TRANSCEIVER

2   PANEL DESCRIPTION

■ Microphone

❶ **PTT SWITCH [PTT]**
Hold down to transmit, release to receive. (p. 11)

❷ **CHANNEL UP/DOWN KEYS [▲]/[▼]**
➥ Push either key to check Favorite channels. (p. 11)
➥ Push either key to change scanning direction or manually resumes a scan. (p. 17)
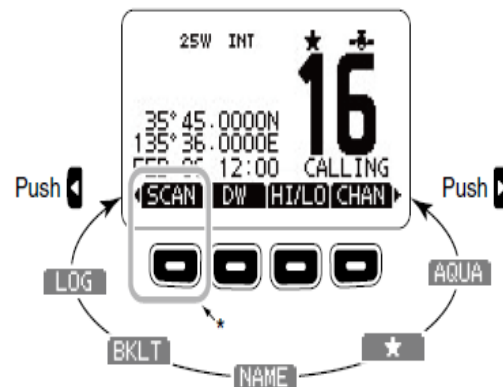
❸ **TRANSMIT POWER KEY [HI/LO]**
➥ Push to toggle the power high or low. (p. 11)
  • Some channels are set to only low power.
➥ While holding down [HI/LO], turn ON the power to turn the Microphone Lock function ON or OFF. (p. 13)

6

■ Softkey function

Various functions can be assigned to the softkeys.
When the key function is assigned, the key icon is displayed above the softkey, as shown below.

◇ **Softkey function selection**
➥ When "◀" or "▶" is displayed beside the key icon, pushing [◀] or [▶] sequentially shows the previous or next key function that is assigned to the softkey.

*Push this key to start or stop scan.

▨ The order of the key icons may differ, depending on the preprogramming.

APPENDIX 4

OPERATING INSTRUCTIONS FOR THE TOA SITE PUBLIC ADDRESS SYSTEM

NOTE:	• *This instruction is applicable to the* TO RM–200SA public address console. • *This public address mode can be operated from the telephone operators console, Unit 1 console, Unit 2 console, Unit 9 EOD console, ECC console, CAS security operators console, OCC console, and the Emergency Override Microphone.* • *A button lit without being pressed is an indication that the public address is being used from another console.* • *For the control room consoles the alarm will sound while the key is inserted and the switch operated and for 60 seconds after the key is removed.* • *The ECC console can't stop alarms, the control room will need to be contacted to clear alarms.*
	ACTIONS
1	To sound the nuclear alarm: a) Insert key and turn the key switch for the 'NUCLEAR ALARM' momentarily b) Verify that a slow whoop signal is audible c) Remove the key
2	To sound the fire alarm: a) Insert key and turn the key switch for the 'FIRE ALARM' momentarily b) Verify that the fire alarm is audible c) Remove the key
3	To sound the all clear: a) Insert key and turn the key switch for the 'ALL CLEAR' momentarily b) Verify that a slow 'Dong – Dong' signal is audible c) Remove the key

4	To make an announcement:
	
	a) Select the area(s) to be called by pressing the appropriate area button(s) then pressing and holding the announcement button:
	    • Unit 1
	    • Unit 2
	    • Unit 9
	    • Unit 0
	    • General Call
	    • Off-site
	
	b) After the 'DONG' tone, then make the announcement
	
	c) Release the announcement button
	
	d) Unselect the areas selected in A by pressing the appropriate area buttons

APPENDIX 5

OPERATING INSTRUCTION FOR THE PHILIPS UHF/VHF RADIO BASE STATION

NOTE: *The network consists of a UHF / VHF combination radio in the ECC and two
separate UHF and VHF radios in the HVCR and RPOO.*

1.   Ensure the *POWER* is on and time is displayed, if not (step 2)

2.   Press 0000

3.   Press RESET

4.   Set TIME

5.   Press SEND

6.   Turn up VOLUME

7.   Select MONITOR and SELECT select button's 1 for UHF, and 2 for VHF

8.   Select CONNECT button for both

APPENDIX 6

OPERATING INSTRUCTION FOR THE MOTOROLA DM 1000 SERIES VHF/UHF BASE STATIONS

MOTOROLA

DM1000 Series Mobile Radios Quick Reference Guide

Important Safety Information

Product Safety and RF Exposure Compliance

Caution

Before using this product, read the operating instructions for safe usage contained in the Product Safety and RF Exposure booklet enclosed with your radio.

ATTENTION!

This radio is restricted to occupational use only to satisfy FCC/ICNIRP RF energy exposure requirements. Before using this product, read the RF energy awareness information and operating instructions in the Product Safety and RF Exposure booklet enclosed with your radio (Motorola Publication part number 6866537D37) to ensure compliance with RF energy exposure limits.

For a list of Motorola-approved antennas and other accessories, visit the following website:

http://www.motorolasolutions.com

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Your Quick Reference Guide

This Quick Reference Guide covers the basic operation of the DM1000 Series MOTOTRBO Mobile Radios. For more operational details, refer to your User Guide.

Check with your dealer or system administrator because your radio may have been customized for your specific needs.

Powering Up and Turning Off the Radio

To turn on the radio, press the On/Off button briefly.

To turn off the radio, press and hold the On/Off button.

Adjusting the Volume

To incease the volume, press the volume " + " button.

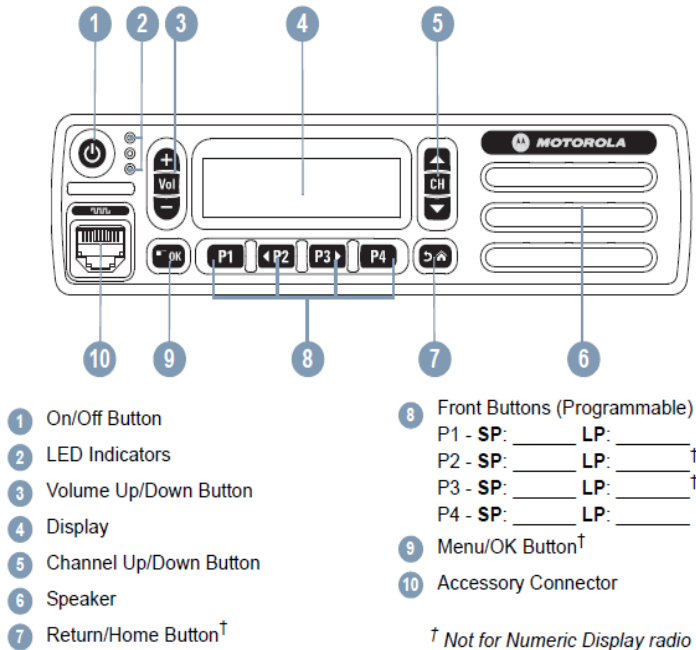*To decrease the volume, press the volume " – " button.*

1   English

APPENDIX 6 (continued)

■ Radio Controls

Record your radio's programmable button functions in the blanks provided.
SP represents Short Press.
LP represents Long Press.

1	On/Off Button
2	LED Indicators
3	Volume Up/Down Button
4	Display
5	Channel Up/Down Button
6	Speaker
7	Return/Home Button[†]

8 Front Buttons (Programmable)
P1 - **SP**: _____ **LP**: _____
P2 - **SP**: _____ **LP**: _____ [†]
P3 - **SP**: _____ **LP**: _____ [†]
P4 - **SP**: _____ **LP**: _____

9 Menu/OK Button[†]

10 Accessory Connector

[†] *Not for Numeric Display radio models*

English   2

■ LED Indicator

Blinking red – Radio is receiving an emergency transmission or has failed the self-test upon powering up, or has moved out of range if radio is configured with Auto-Range Transponder System.

Solid green – Radio is powering up, or transmitting.

Blinking green – Radio is receiving a non-privacy-enabled call or data, or detecting activity over the air.

Double blinking green – Radio is receiving a privacy-enabled call or data.

Solid yellow – Radio is monitoring a conventional channel.

Blinking yellow – Radio is scanning for activity or receiving a Call Alert.

Double blinking yellow – Indicates radio has yet to respond to a group call alert, or radio is locked.

APPENDIX 7

OPERATING INSTRUCTION FOR THE ICOM IC-U16T UHF AND IC -H16T VHF HANDHELD TRANSCEIVERS

NOTE: *This instruction applies to the UHF and VHF handheld radio.*

A   –   RECEIVING:

1.   Rotate *VOL* clockwise to turn power on
     (the channel number appears in the function display

2.   Rotate *SQL* to its middle position
     (if undesired signals are received, turn *SQL* further clockwise)

3.   After use, turn power off by rotating *VOL* anti-clockwise

B   –   TRANSMITTING

4.   Turn power on as in (1)
     (the EP channel is preselected)

5.   Press *CALL* to unmute other radios on network
     (an answer back signal may be received)

6.   Push and hold *PTT* to transmit
     (do not hold radio too close to mouth or speak too loud)
     ("F" appears in function display)

     CAUTION: DO NOT TRANSMIT WHEN "L" APPEARS IN FUNCTION DISPLAY

7.   Release *PTT* to receive signals

     NOTE: *VHF CH 13 and UHF CH 1 are to be used for Emergency Communications.*

APPENDIX 8

OPERATING AN ANALOGUE TELEPHONE VIA THE BGAN EXPLORER UNITS

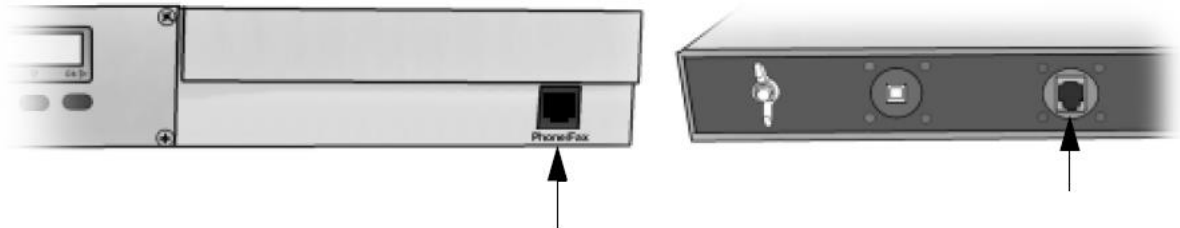### Before connecting to the Phone/Fax interface

- The EXPLORER 527 has two Phone/Fax connectors, one at the front panel and one at the rear connector panel.

- To connect a phone or a fax machine to one of the Phone/Fax connectors, you need an analogue telephone cable with an RJ-11 connector.

Connecting to the Phone/Fax interface on the BGAN Unit
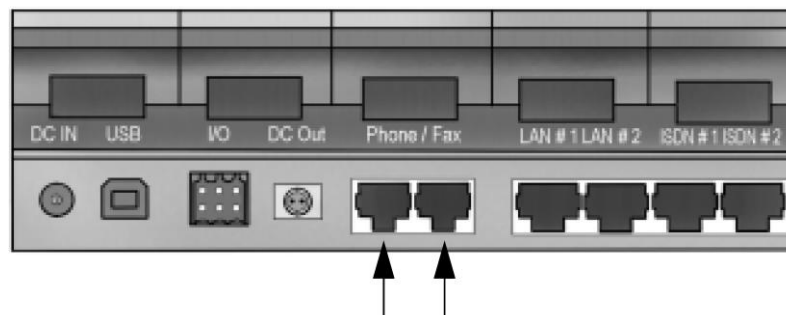
Do as follows:

1. Connect the cable to any normal analogue phone or fax machine.

2. Connect the other end of the cable to one of the Phone/Fax connectors on the EXPLORER 527 or 700.

For the EXPLORER 527 (Field Survey Vehicles) one Phone/Fax connector is placed at the front panel, the other is placed at the rear connector panel. Both are marked Phone/Fax, connect to one of the connectors at a time.

OR

For the EXPLORER 700 there are two Phone/Fax connectors on the panel, connect to one of the connectors.

APPENDIX 8 (continued)

3. Power on the EXPLORER unit and wait for the unit to go through the start-up process.

4. Check the connection by making a phone call or sending a fax using the instructions below.

If connection fails, check that the interface is enabled in the EXPLORER unit.

If the analogue phone icon is not present in the display Main screen, the interface is disabled.

Dialling from an analogue phone via the BGAN EXPLORER unit

1. To make a call, dial **00 <country code> <phone number> #**.

PAIA section 38(b).Redacted as it contains sensitive information

APPENDIX 9

PAIA section 38(b).Redacted as it contains sensitive information

APPENDIX 10

PHONETIC ALPHABET

ALPHA	NOVEMBER
BRAVO	OSCAR
CHARLIE	PAPA
DELTA	QUEBEC
ECHO	ROMEO
FOXTROT	SIERRA
GOLF	TANGO
HOTEL	UNIFORM
INDIA	VICTOR
JULIET	WHISKEY
KILO	X-RAY
LIMA	YANKEE
MIKE	ZULU

APPENDIX 11

USING SPECIFIC WORDS

1.   ROGER   –   Understood

2.   AFFIRMATIVE or POSITIVE   –   Used to acknowledge

3.   NEGATIVE   –   Used to deny

4.   WILCO   –   Will comply

APPENDIX 12

PRONUNCIATION OF NUMBERS

1 – WUN

2 – TOO

3 – THU-REE

4 – FOWER

5 – FIFE

6 – SIX

7 – SEVEN

8 – ATE

9 – NINER

0 – ZERO

APPENDIX 13

EMERGENCY SATELLITE PHONE INSTRUCTIONS

1   Pick a satellite phone:

IF only one antenna (docking station) is available use the phone compatible with the available antenna, otherwise use either phone (see Appendix 16 and 17).

2   Lookup the desired phone number / location:

Use   Telephone Numbers of Emergency Personnel and Organisations OR the table of satellite phone numbers below.

PAIA section 38(b).Redacted as it contains sensitive information

3   Document the chosen number:

Write the location and number in the table after step 5.

Note: International numbers should be used.
International numbers normally consists of a country code (with a preceding 00), area code (without the leading 0) and an extension number.

4   Dial the number:

For an Iridium Phone use KEP-I-002, Appendix 16
                              OR
For an Inmarsat Phone use KEP-I-002, Appendix 17.

5   Confirm dialling schedule:

IF an antenna is not being used, THEN use a dialling schedule.
(complete T_0 and Call Interval below each location).

PAIA section 38(b).Redacted as it contains sensitive information

APPENDIX 14

IRIDIUM 9555 SATELLITE PHONE OPERATING INSTRUCTIONS

Step 1:
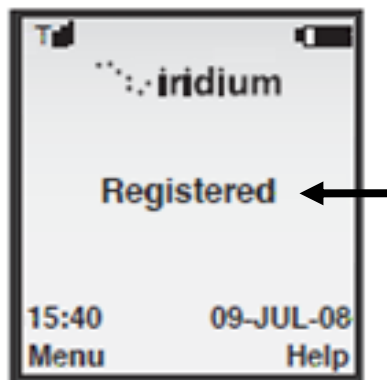Switch on the phone by pressing the button on the top of the handset.

Step 2:
Fully extend your antenna then rotate into position and ensure that the antenna has a clear unobstructed view of the sky.

Step 3:
Wait for the phone to register on the network. After it has registered the phone display looks similar to this:

Step 4:
Dial your number and press the green button:

APPENDIX 15

INMARSAT ISATPHONE PRO SATELLITE PHONE OPERATING INSTRUCTIONS

Step 1:
Switch on the phone by holding the red button (indicated below) for 5 seconds.

Step 2:
Fold open the antenna and ensure that the antenna has a clear unobstructed view of the sky, <u>OR</u> is plugged into an antenna socket.

Step 3:
Wait for the phone to register on the network. The phone is ready for use when the display looks similar to this (note the signal bar):

Step 4:
Dial your number or select a contact from the phonebook (Menu -> Contacts -> Phonebook) , and press the green button ⬡ :

APPENDIX 16

JUSTIFICATION

Revision 6

1. Updated manuals for new VHF and UHF base stations

2. Streamlined the DTV (TOA site PA system) section to be more suitable for Emergency response organisation members' use.

3. Removed old satellite phone instructions. The old satellite phone was given to the Radwaste section for the Vaalputs transport runs. The phone has been replaced by the new Iridium and Inmarsat phones supplied through the Post-Fukushima External Events Review initiative.

4. Added instructions for using analogue telephones with the BGAN EXPLORER units that are installed in the ECC, field survey vehicles, the AECC and the City of Cape Town Disaster Operations Centre.

Revision 7

1. Full Review