Gippsland Gate Radio & Electronics Club Inc.
Registration Number A0016893M
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GGREC Remote Transceiver User Guidelines & Policy

GGREC Remote Transceiver

1. Purpose

The GGREC Remote Transceiver is provided as a club facility to allow eligible members to operate an amateur radio station remotely when they are unable to access or maintain a suitable station of their own.

The facility is intended to promote amateur radio activity, experimentation, learning and interaction between club members.

Use of the remote station is a **privilege provided by GGREC and does not constitute a right or entitlement to remote-station service or access**.

The remote station is operated on a **best-effort basis**. GGREC does not guarantee that the station will be available or operational at any particular time. Availability may be affected by equipment faults, maintenance, internet or network outages, interference, power failures, club activities or other circumstances beyond the club's control.

The club will endeavour to maintain the remote station and provide reasonable access to eligible members, but **no guarantee of availability or uninterrupted service is given**.

Use of the remote station is subject to these guidelines, the club's policies and all applicable amateur radio licensing requirements.

2. Eligibility

Access to the GGREC Remote Transceiver is available to:

- **Financial GGREC members** who have held membership for at least **12 months**.
- Members holding any Australian amateur radio licence class, provided their operation remains within the privileges of their licence.
- Operators who have completed the required **remote-station training and assessment** and have been approved for remote access.

The Committee may make exceptions in special circumstances where this is considered appropriate.

3. Members Requiring Additional Access

The Committee recognises that some members may have limited ability to operate from a station of their own. This may include members who:

- live in a care facility or supported accommodation;
- have physical limitations that prevent them from maintaining or accessing their own station;
- have lost access to their previous station due to circumstances beyond their control; or
- otherwise have a genuine need for regular remote-station access.

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Where appropriate, the Committee may provide such members with **additional or extended booking opportunities**.

This is intended to provide equitable access rather than an exclusive entitlement. Any additional access will be determined by the Committee or Remote Station Moderator.

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4. Training and Assessment

Before being granted remote access, members must:

1. Attend the GGREC Remote Station training session.
2. Demonstrate an understanding of the remote-control system and station equipment.
3. Complete the required assessment.
4. Demonstrate that they can operate the station safely and correctly.

Access may be suspended or additional training required if an operator demonstrates difficulty operating the station safely or in accordance with these guidelines.

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5. Licence Conditions

The operator is responsible for ensuring that every transmission complies with their own amateur radio licence conditions.

The remote station must only be operated:

- within the frequency privileges of the operator's licence;
- using modes and power permitted by that licence;
- in accordance with Australian amateur radio regulations;
- using the station's permitted equipment and capabilities; and
- in accordance with any additional restrictions imposed by GGREC.

A member must not use the remote station to obtain operating privileges that they would not have when operating their own station.

Where a particular operation requires supervision by a higher-class licence holder, the required supervision must be provided.

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6. Bookings and Operating Time

Remote station use is managed through the club's booking system.

Members should book reasonable operating periods and avoid occupying the station for unnecessarily long periods when other members are waiting for access.

Friday evening club meetings are not available for remote-station bookings.

The Committee may introduce additional booking restrictions where required to ensure fair access to the facility.

A remote booking system is currently under development; booking will be done manually through the remote station administrator or as advised by the Committee.

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7. Taking Control of an Unused Station

If the remote station is shown as **available and is not currently being used or booked**, another eligible member may take control of the station without a prior booking.

However:

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A member who has taken control of the station must vacate it when the member who has made the booking arrives and requests access.

The booking takes priority.

Members are asked to be courteous and allow a reasonable opportunity to finish a current contact where practical, but a booked operator should not be prevented from using their allocated time.

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8. Communication While Operating

Remote station users are encouraged to remain connected with other members while operating the station.

Where practical, users should:

- monitor the **GGREC club repeater** for local activity;
- monitor the **RCForb Client chat channel** for messages from other remote station users;
- preferable use the club's **Discord channels** to communicate with other members and remote operators.

The purpose is to encourage interaction between members and make remote operation a more social activity rather than simply operating the station in isolation.

These communication channels do not replace the official booking system. **Bookings remain the primary method of determining priority for use of the remote station.**

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9. Responsible Operation

Users are expected to treat the remote station as they would their own equipment.

Operators must:

- use the equipment carefully;
- avoid unnecessary changes to station configuration;
- return the station to its normal operating configuration when finished;
- not deliberately interfere with other operators;
- not share their remote-access credentials;
- immediately report equipment faults or unusual behaviour; and
- notify the Moderator of any problems encountered.

Remote access credentials are personal and must not be transferred or shared with another person.

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10. Reporting Problems

Any technical, operational or access problem should be reported to the **Remote Station Moderator** as soon as practical.

Users should not attempt repairs, modifications or configuration changes unless specifically authorised.

Where a problem affects safe operation, the station should be taken out of service until the issue has been investigated.

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11. Misuse of the Facility

The Committee may suspend or withdraw remote access where a member:

- operates outside their licence conditions;
- repeatedly ignores booking arrangements;

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- interferes with other users;
- misuses or damages equipment;
- shares access credentials;
- makes unauthorised changes to the station; or
- otherwise uses the facility contrary to these guidelines.

Depending on the circumstances, the member may be required to undertake additional training before access is restored.

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12. Fair Access

The GGREC Remote Transceiver is a **shared club resource**.

Members are encouraged to consider the needs of other users and to avoid monopolising the station.

The aim is to provide as many members as reasonably possible with an opportunity to enjoy operating the station while also supporting members who have limited or no alternative access to an amateur radio station.

The Committee reserves the right to modify booking arrangements or introduce additional restrictions where necessary to maintain fair and practical access.

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13. Acceptance of Conditions

By using the GGREC Remote Transceiver, the operator agrees to comply with:

- their amateur radio licence conditions;
- these GGREC Remote Transceiver User Guidelines & Policy;
- the club's other applicable policies; and
- reasonable directions from the Remote Station Moderator or Committee.

Remote station access is conditional upon acceptance of these requirements.

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