



INTERIM MEETING OF VHF & up Committee of IARU REGION 1
VIENNA April 15 - 17. 2016

Document N°	VIE16_C5_24	Society	VERON
Subject	Intention VHF managers handbook / readability / document control		
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Introduction

The intention of the VHF managers handbook is not described in the handbook and is not clear. It contains too many disturbing information for daily usage.

Background

To have the document readable and accessible for more amateurs, it should contain only relevant information about the current situation. Focus on relevant aspects is therefore difficult, irrelevant aspects should be withdrawn in all information.

Current situation

At this moment, the VHF managers handbook (V7) contains 141 pages consisting the actual situation but also much background, historical information and decisions. This makes it a threshold to read because most readers have to skip many parts of the handbook. This makes the handbook poor accessible and time consuming for potential readers. History and background is of course needed for documentation control purposes and to know why certain decisions are once taken. However, if all these information will remain in the VHF managers handbook, the number of pages will further increase and readability will further decrease.

Proposal/Recommendation

Decide what the intention is of the VHF managers handbook and describe it in the handbook.

Proposed description: 'The VHF managers handbook reflects the decided situation and reflects the agreements related to IARU R1 C5 to ensure clearness about VHF and above issues in the individual countries'.

If this kind of proposal is accepted, all text that does not reflect the decided situation should be removed. For documentation control purposes, the removed information should be archived in an other document (or documents). The relation between all documentation should be described in the handbook.

Alternative: keep the VHF managers handbook intact and make a 'workbook' with only the relevant information, to be used in practice.

Some examples of what could be removed:

Paragraph 1.4 lots of background information (is the mentioned Syledis service still relevant?).

Paragraph 1.5: no longer relevant to mention since this is implemented in the society's magazines (so in fact the action is completed). Microwave is no longer 'obscure' like it was during the moment this point was an issue. Also the use of internet makes this point no longer relevant.

Paragraph 1.6.1: Unclear why all kind of details (for example who was nominated in 1987) should be in the VHF-managers-handbook. The handbook should not contain some sort of minutes of meeting.

Paragraph 3.1.3: the mentioned definitions are no further mentioned or used in the handbook so in fact; they have no use or added value and could be removed.

Paragraph 4.5 70 cm bandplan: gap between 434.000 and 434.400 in the bandplan. (434.250 is common used as the ATV carrier frequency). On page 43, footnote m recommends wide band digital mode experiments.

Paragraph 5.10.1 lots of history what the need was for the Maidenhead system that is not relevant to explain in this handbook.

Paragraph 5.10.2 comparison with the old locator system is not relevant in the Handbook (many do not even know about the old locator system). Information about 1999 Conference in Lillehammer has no added value in this handbook.

Paragraph 5.11 All historical information.

Winners of the challenge trophies are until 2003: actualise or remove these lists. (2003 last update so in fact, this shows it does not fulfil any need or wish?).

Chapter 6 propagation research by amateurs.

Many more chapters with historical information that will be a threshold for potential enthusiasts to read the VHF managers handbook. Unclear for whom this is written. Is the propagation research a continue process, then results should be mentioned instead of 'in the fifties' etc. However, it is likely this could be a separate report instead of having it in the Handbook.

Paragraph 7.3 Operating code of practice for 50 MHz operators.

In fact, most mentioned aspects are applicable for all VHF-and-above bands. Respect the bandplan (but is always the case) and the rest is also trivial.

Paragraph 7.4.9: requirements for a complete QSO.

In fact, this is already described in 7.1? For document control it is unwanted to have double information in more places in the same document. So 7.4.9. or 7.1. should be revised.

Paragraph 7.5 Definition for ping and burst for scientific analysis.

What is the added value to have this paragraph (including background) in this handbook?

Paragraph 7.7 Amateur –satellite operating practice.

Several old meetings were mentioned. (By the way, this whole chapter should be actualised, only 'below 30 MHz' and '145 MHz' is mentioned).

Paragraph 7.8 Packet-radio.

This paragraph is unreadable. It contains mostly reference documents that no one will search for. If this paragraph is useful, it should contain relevant text. (Today, Hamnet could be combined with this 'mailbox operating practice'?).

Paragraph 7.10 If we mention all our concerns in the handbook, many paragraphs could be added. Added value is unclear, could be removed.

Paragraph 8.8.8

The notes do have no added value, for other modulations and bands is also not mentioned the way the signal is generated (and filtered).

5,5 MHz for sound subcarrier is outdated. Now 6 Mhz, 6,5 MHz or other system (Nicam, Panda). With the mentioned modulation index, used bandwidth will be more.

Paragraph 8.8.10 Lay-out of table is not correct: text in left columns do not correspond with the text in the other columns in the same line. (Several empty lines to be added in the left column).

Not all information that is forwarded to (mentioned in the text) is present so the information should be added or the text should be updated:

- Page 64, sub-point 2: (See appendix 3B): the appendix is missing in the VHF managers handbook. Suggestion: add a printscreen (like originally delivered) and the (IARU) link that provides a downloadable log sheet.

10.3.3: The mentioned 'copy of such a map' is missing. Text should be corrected or map should be added. For developing such map, the electrical field strength should be relevant, not '50% etc.' Height of the 5/8 lambda antenne should be mentioned also. (By the way, not in all countries the VHF-manager has influence on coverage and international boundary. In the Netherlands, the authorities decide without influence of the VHF-manager).

Remarks

The current way of yellow marking of last changes in the handbook is very clear and helpful to identify changes. Description of this should be included in the document control procedure.