Georgia Section - ARES Identification Card
Requirements for New or Renewal
Revised: 23Jan16

Training Requirements

NIMS ICS Training: http://training.fema.gov/is/nims.aspx
- IS-100: Introduction to Incident Command System, ICS-100
- IS-200: ICS for Single Resources and Initial Action Incidents
- IS-700: National Incident Management System (NIMS) An Introduction
- IS-800: National Response Framework, An Introduction

One of the following -
ARRL Training: http://www.arrl.org/online-course-catalog
- EC-001: Introduction to Emergency Communication (EC-001)

OR
Gwinnett County ARES: http://www.gwinnettares.org/training.htm
- Gwinnett ARES Basic Skills Online Test

Clear Background Check
(no criminal history)

One of the following:
- County, State, or other Government agency background check documentation dated within the last 5 years
- Valid Firearms or Weapons Carry Permit
- Valid Red Cross ID Card
- Signed letter from your employer stating that they are in possession of a “clear background check dated [enter date]” - Note: The date of the background check must fall within the last 5 years

Note: If you are unable to obtain a background check through your local EMA Director, law enforcement, or probate court you may contact the Section ID Coordinator for assistance.

Photo

The ideal photo ....
- Should be taken using a high resolution camera
- Must be lighted from the front against a plain neutral background (gray or beige) preferably using soft natural room light
- Should have both the head and shoulders in the photo. There should be about 6” of space above the head
- No hats, headgear, or sunglasses
- Don’t worry about cropping or resizing the photo, we’ll take care of it at the printing station
When using a cell or smart phone camera send the photo using its original size as some mobile devices will default to a much smaller size which reduces the clarity (resolution).

**What to Send**

- **Email or letter**: from one of the following affirming that you meet their minimum requirements for call-up or deployment:
  - Emergency Coordinator
  - District Emergency Coordinator
  - Section Emergency Coordinator
  - Section Manager
  - Emergency Management Agency Director
- **Your Name**: as it should appear on the badge – the default will be as listed in the FCC Database
- **Training**: Scanned or photo copies of your training certificates or confirmation e-mail
- **Background Check**: Scanned or photo copy of the document confirming a clear background check
- **Photo**: JPG format
- **Payment**: Hold off sending the payment until requested by the Section ID Coordinator. Once a minimum order is ready for printing the ID Coordinator will let you know when and where to send a check or money order payable to “Georgia ARES Section”

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
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<tbody>
<tr>
<td>New, Lost Replacement, Call Change, Renewal</td>
<td>$15</td>
</tr>
<tr>
<td>Additional ID cards ordered at the same time as one of the above</td>
<td>$10</td>
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**How to Send**

- **Preferred Method**: Send scanned copies of all supporting documentation and the photo via e-mail to the Section ID Coordinator
- **Alternative**: Hard Copies may be mailed or shipped to the Section ID Coordinator’s address

**Expiration Date**

- The expiration date of the ID Card will be the same as your FCC License

**Lead Time**

- In order to keep printing costs to a minimum the Section ID Coordinator requires a minimum of 5 requests for printing so please be patient

**Section ID Coordinator**

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