

Georgia Section

DEC/EC Monthly Reports

Revised: February 2022

Monthly reporting is now handled through a new process.

Check with your EC or DEC for information

- 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”**

New, Lost Replacement, Call Change, Renewal	\$15
Additional ID cards ordered at the same time as one of the above	\$10

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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