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KUCLUB ORDER NO. 3-59

12 February 1958

SUBJECT: Operation of Amateur Radio Stations Overseas

PRECEDENT: KUCLUB ORDER NO. 2-57, dated 30 January 1957

1. In recognition of the fact that amateur radio operation provides valuable experience, and develops technical proficiency and professional skill, it shall be KUCLUB policy to permit amateur radio operation by KUCLUB employees only, at those overseas stations where operation is securely feasible.

2. This Order establishes the procedures to be followed in submitting and approving applications to operate amateur radio stations overseas and outlines the standards and controls for their operation. (For purposes of this Order the term "overseas" is defined as those areas outside the limits of the fifty states of the United States and the District of Columbia.)

3. The Chief, KUCLUB has the authority to approve or disapprove the operation of an amateur radio station at overseas stations. (Subject to the concurrence of [redacted], as

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appropriate, and [redacted] when required.)

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a. Applications

(1) Each application for permission to operate an amateur radio station must contain the following information:

(a) Whether applicant desires permission to establish an amateur radio station or operate a station already in existence.

(b) Location of station, and call sign if station is already in existence.

(c) Equipment to be employed.

(d) Proposed type(s) of emission.

(e) Nicknames or "sides" to be used by applicant.

(f) Applicant's cover, and proposed manner of handling and completing QSL cards with reference to equipment, power, station location, mailing address, name and signature.

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(g) If applicant possesses valid amateur license(s), the assigned call(s) and expiration date(s).

(2) Applicants will execute and attach the following agreement to applications submitted:

"I have read and fully understand the provisions of KUCLUB ORDER NO. 3-62 governing the operation of an amateur radio station overseas. I agree that I will conform with the principles set forth both in letter and spirit even though such provisions may not be required by local governing authority. I fully understand that failure to comply with provisions of KUCLUB ORDER NO. 3-62 will result in withdrawal of my authorization to operate an amateur station, and that I will be subject to disciplinary action as may be deemed appropriate by the Chief, KUCLUB.

(3) Personnel stationed overseas will submit their applications to the KUCLUB Area Chief concerned through appropriate channels. The KUCLUB Area Chief will coordinate the applications with the Chief of Station or Base involved and will then forward the applications with his and the Chief of Station or Bases' recommendations to Headquarters for final action. If direct pouch channels to the KUCLUB Area Chief do not exist, applications may be forwarded with the recommendation of the Chief of Station or Base directly to Headquarters, Attention: Chief, KUCLUB.

b. Notification:

Headquarters will advise applicants and the Area Chief through appropriate channels of the approval or disapproval of their requests. Permission to operate an amateur station will be valid for one location only.

c. Application for License

When Headquarters approval has been granted an individual to operate an amateur radio station, he may initiate action to obtain the appropriate license from the local issuing authority. Correspondence relative to procurement of a local license must be reviewed by appropriate field [redacted] officials to insure that proper and secure procedures are followed. After an individual is issued the required license, he must submit the license data (call sign, expiration date, etc.) to Headquarters or to the KUCLUB Area Chief as appropriate, and may then commence operation.

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4. Approval to operate an amateur radio station may be withdrawn or restricted at any time by the Chief, KUCIUB or the KUCIUB Area Chief when such action is deemed advisable in the best interests of KUBARK or if the following standards are not met.

a. General

(1) Personnel operating amateur radio stations must conform with regulations of both the local government and the covering agency.

(2) Amateur operation must not in any manner jeopardize the security of KUBARK activities or adversely affect personal security.

(3) Amateur operation at an overseas location may be engaged in only by personnel assigned to that location on a PCS basis.

(4) Authority to operate an amateur radio station will be valid for one location only.

b. Specific

(1) Transmission should relate primarily to topics associated with amateur radio. Discussions concerning political, ideological, economic or any other subject which might prove embarrassing to ██████████ are prohibited. 25X1A2d1
Discussions of KUBARK duties, KUBARK personnel functions or movements or any information relating to KUBARK activities or interests are prohibited.

(2) Amateur radio operators shall be free to contact all other radio amateurs subject to the following provisions:

(a) Continuing regular scheduled contacts will not be made.

(b) KUBARK personnel will not wittingly contact other KUBARK personnel.

(3) Use of KUBARK facilities or equipment is prohibited except when approved by the Chief, KUCIUB.

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(4) Amateur fixed station operation is contemplated under this Order; however, since conformance to local custom is desirable, mobile operation may be authorized in specific cases with prior approval by the Chief, KUCLUB.

(5) Amateur radio stations shall be operated in such a manner that publicity will not be accorded the operator or the station.

(6) Participation in local club activities is permitted if approved by the Chief of Station or Base and the Chief, KUCLUB or the KUCLUB Area Chief.

(7) Transmission of third party messages shall be avoided, except in those instances where refusal to accept traffic would be to the detriment of security.

(8) The Senior KUBARK official or the Area KUCLUB Chief may establish additional standards to meet the local requirements of security and will notify Headquarters accordingly.

5. Accurate logs will be maintained and forwarded to the KUCLUB Area Chief concerned through appropriate channels for review by the Area KUCLUB Security officer. If pouch channels to the Area Chief do not exist the logs should be forwarded to Chief, KUCLUB. The logs should be forwarded to the appropriate reviewing office at the end of each month and should include the following information:

- a. The date and time of each transmission.
- b. The call sign of each station called and contacted.
- c. The input to the final amplifier stage.
- d. The frequency band and type of emission used.
- e. The station location if mobile or portable.
- f. The operator's nickname or "sine" used.
- g. The traffic handled and other remarks.
- h. Negative activity reports are required.

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6. The KUCLUB Area Chief is responsible for establishing a program to monitor amateur radio operations conducted by KUCLUB personnel in his area. The KUCLUB Area Security Officer is responsible for maintaining and conducting such a program. The results of this program should be forwarded to Headquarters. The logs should not be submitted to Headquarters on a monthly basis but rather, retained at the Area Headquarters as long as is deemed necessary.

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