Thank you for your interest in the SHARES HF emergency communications radio program.

The following are eligible to participate in SHARES:
Federal Government agencies
State Government agencies
County Emergency Management agencies
Critical Infrastructure / Key Resources providers with NS/EP (national security / emergency preparedness) communications requirements. "Key Resources" includes private voluntary organizations / non-governmental organizations (PVO/NGO) that conduct national or regional (i.e. multi-state) or territory-wide (for U.S. territories) response operations.

City and other local governments are NOT eligible to participate in SHARES at this time, with the possible exceptions of major cities (New York, Chicago, Houston, Los Angeles etc.) and cities or towns with major critical infrastructure (nuclear power plant, hydro-electric dam etc.).

All Army and Air Force (and former Navy-Marine Corps) MARS members are eligible to join SHARES – the Army and AF MARS stations are Federal Government radio stations, and we accept the former N-MC MARS stations as direct volunteers to our program, in consideration of the excellent training they received and their past dedication.

With a few exceptions, we generally don't accept individual volunteers.

If you are eligible, please fill out a SHARES Form 1 by either clicking the link below or copying and pasting the link in a browser.
https://www.cisa.gov/sites/default/files/publications/SHARES%20Form%201.pdf print it, sign it, and email the image to shares@cisa.dhs.gov with subject: "SHARES FORM 1" followed by your agency's name.

If you cannot sign the form with an e-signature / digital certificate, please scan the signed form into any of the popular image formats, attach the image file, and email as above. Please TYPE all fields except the signature.

Some entities (agencies) require the form to be signed by their entity point of contact before we can process it: American Red Cross, DVA, Army MARS etc. If you are not sure if you have to go through an EPOC, or who it is, please contact us by email at shares@cisa.dhs.gov . Air Force MARS, NCC AUX-HF, and CI/KR not under government control (e.g. most hospitals) can submit their forms directly without going through an EPOC. Please see below regarding MARS, CAP and USCG Auxiliary.

Q: What is the procedure for Army MARS members to join SHARES?
A: Army MARS members need to submit their SHARES Form 1 to their respected MARS Regional Director. The director will then validate that they are a member of Army MARS and will forward the application to the SHARES Program Office.

Q: What is the procedure for Air Force members to join SHARES?
A: Air Force MARS members need to submit their SHARES Form 1 to their respected MARS Regional Director. The director will then validate that they are a member of Air Force MARS and will forward the application to the SHARES Program Office.

Q: What is the procedure for USAF Auxiliary (Civil Air Patrol) to join SHARES?
A: USAF Auxiliary (Civil Air Patrol – CAP) members should contact CAP Command & Control Communications program management office, dok@capnhq.gov.

Q: What is the procedure for USCG Auxiliarists to join SHARES?
A: USCG Auxiliarists members should request a SHARES Form 1-CGAUX from and submit their application through the Branch Chief for Contingency Communications (BC-RTC, presently Mr. Dave Rockwell, david.rockwell@cgauxnet.us, who will then validate that they are a member of USCG Auxiliary and will forward the application to the SHARES Program Office. To be a SHARES member from the Coast Guard Auxiliary, you must have an approved CGAUX HF station registered in AUXDATA.

Instructions are on the 2nd page of the form.

Action:
Check "Add New Station".

Entity:
Enter the name of your agency in the shortest recognizable form – 20 characters may. For State, County, and CI/KR stations your entity name should start with your state's 2-letter postal code (e.g. TN for Tennessee).

Voice Call Sign:
Enter your Federal or FCC-issued call sign – Amateur Radio call signs cannot be used in SHARES. If you do not have a call sign, enter "TBD" and we will assign you a call sign from the pool available to us. If you were a Navy-Marine Corps MARS station around September 2015, we can issue you the "AX25" version of your former N-MC MARS call sign. For example, if your call sign was NNN0ABC and you are in FEMA Region 6, we could issue to you NNA6BC. You would put "previously NNN0xxx" (whatever your N-MC call sign was) in the voice call sign field.

STAR:
SHARES Transportable Auxiliary Radio – a mobile or transportable station associated with the fixed station you are registering, if the mobile or transportable station can operate at the same time as the fixed station. Enter TBD if you have an independent transportable station or leave blank. If you have more than one transportable associate with the fixed station, submit a SHARES Form 1 for each transportable.

Frequencies:
Leave blank.

Station point of contact or ERP:
Enter your info here. If you regularly use more than one email address, list all email addresses that you might use for SHARES business. For example, some folks use a different email address for Yahoo Groups – if you want to use your Yahoo Groups email address to subscribe to our Yahoo Group called NCCSHARES I would need to have that email address somewhere on your membership record to know that a request to subscribe from that email address is legitimate.

Entity Point of Contact (right half of Part III):
Required for some – see the discussion above.

Please contact us if you have questions about the form.

After your form is processed you will receive URLs and passcode to the SHARES Directory, frequency list, and net list.

If you are interested in using volunteers from your community to operate your SHARES radio, or to help your staff understand HF radio communications, we may be able to help find volunteers with HF radio experience in your community. Please email shares@cisa.dhs.gov if this applies to you.

SHARES has adopted the USCG Radiotelephone Handbook as our standard operating procedure for voice communications. You can download it from:
https://www.cisa.gov/sites/default/files/publications/CGTTP_6-01_1B_Radiotelephone_Handbook.pdf

Thank you.

SHARES Program Office
National Communications & Coordination Branch (NCC)
Cybersecurity and Infrastructure Security Agency (CISA)
Department of Homeland Security (DHS)
Office: 1-703-235-5329 | Email: shares@cisa.dhs.gov
SHARES Quick Links:
SHARES Public Website
SHARES Document Library
SHARES Customer Service Request
Record Attendance at a Meeting
Homeland Security Information Network (HSIN)
HSIN Help Desk:
Phone: 1-866-430-0162 | Email: HSIN.HelpDesk@hq.dhs.gov