



IOWA REPEATER COUNCIL

Decoordination Procedure

ID: Repeater Decoordination

Revision: 08/08/2026

Created Date: 08/08/2026

This revision shall supersede all previous versions of this document.

Purpose and Scope:

To establish standard method to decoordinate repeaters located in Iowa.

References:

The following documents, standards, and regulatory resources are cited or applicable to the procedures outlined in this document. They provide additional context, definitions, and requirements necessary for proper implementation and compliance.

- 47 CFR Part 97 – Amateur Radio Service. Federal Communications Commission. Code of Federal Regulations, Title 47 – Telecommunication
- Repeater Coordination – Iowa Repeater Council
- Repeater Change Update Trustee – Iowa Repeater Council
- Repeater Transfer of Coordination – Iowa Repeater Council
- Annual Operation Certification – Iowa Repeater Council

Definitions:

This section lists the standard definitions used within this document.

Term	Definition
Coordinated Repeater	A repeater station that has been formally assigned a specific frequency pair by the recognized amateur radio frequency coordinating body for the region. Coordination is intended to minimize interference and promote efficient use of available spectrum in accordance with FCC Part 97 regulations.
Decoordinated Repeater	A repeater station whose frequency coordination has been withdrawn by the recognized amateur radio frequency coordinating body for the region. A decoordinated repeater may continue to operate under FCC Part 97 rules; however, it does so on an unprotected basis and no longer has priority use of its previously coordinated frequency pair.
Operational Repeater	A coordinated repeater system that is installed, physically active, and currently operating at its designated location. It is powered on, available for use on its assigned frequencies, transmitting station identification as required by regulations, and accessible to amateur operators in real time, either continuously or during scheduled service intervals.

Term	Definition
Repeater	A fixed, unattended station that receives radio frequency (RF) signals on a designated input frequency and simultaneously retransmits those signals on a different output frequency, typically with increased effective radiated power (ERP) and from an elevated location.
Simplex Repeater	A fixed, unattended station that receives radio frequency (RF) signals on a designated frequency, stores the signal, and retransmits it on the same frequency after the input transmission ceases, typically with increased effective radiated power (ERP) and from an elevated location.

Background:

All amateur radio repeaters located in Iowa that have not maintained certification of their operational status shall lose coordinated status.

The required certification shall confirm that the repeater is installed, active, transmitting its assigned identification, and available for use in accordance with its coordinated technical parameters.

To preserve the integrity of the coordination process and maintain accurate records, the Iowa Repeater Council establishes the following requirements for repeater owners and trustees. Failure to comply with these requirements may result in decoordination of the assigned frequency pair.

Procedure:

1. Repeater Decoordination

The Iowa Repeater Council may revoke a coordinated frequency assignment under any of the following circumstances:

- 1) If the FCC orders the system to permanently cease operation.
- 2) If the amateur radio license of the owner, trustee, or club, as applicable, is suspended, revoked, expired, or otherwise invalid; or if the licensee or trustee fails to maintain a current address on file with the Iowa Repeater Council and the FCC.
- 3) If the existence of an operational system cannot be confirmed, or if the holder fails to comply with a request from the Iowa Repeater Council to demonstrate operation of the system, including:
 - Failure to complete two (2) consecutive repeater operation certifications.
 - Failure to place a new system into operation by the construction completion date, without submitting an email or written request for an extension.
 - a. A final request for confirmation of repeater status shall be sent to the email addresses on file for the system. If no response is received within sixty (60) days, a general notice shall be posted on the Iowa Repeater Council IO group requesting assistance in contacting the repeater operators.
 - b. If no response is received within ninety (90) days following the general notice, a recommendation for decoordination shall be presented for vote at the next Iowa Repeater Council meeting. Final requests for continued coordination must be made in person or by proxy at that meeting.

- 4) If documented research by the Iowa Repeater Council indicates that a frequency pair has not been in use for one hundred eighty (180) days, the Frequency Coordinator shall send an inquiry by certified mail, return receipt requested, to the trustee of record using the FCC database address and the last address provided to the Iowa Repeater Council.

If no response is received within thirty (30) days of receipt, or if the letter is refused, returned, or undeliverable, the coordination may be rescinded. If the trustee responds within thirty (30) days requesting continuation of coordination, further action may be stayed at the discretion of the Frequency Coordinator.

- 5) If the trustee consistently violates good engineering or amateur practices by operating the system with excessive deviation, spurious emissions, off-frequency operation, or any other condition causing harmful interference to adjacent-channel or co-channel users, and refuses to cooperate with the affected trustees or the Frequency Coordinator.
- 6) If a repeater system bears primary responsibility for interference to another repeater system and refuses to cooperate with the affected trustees or the Iowa Repeater Council after repeated requests.
- 7) If the repeater owner or trustee changes any previously coordinated operating parameters, including, but not limited to, the repeater's location (any change), power (any increase), antenna height above ground level, antenna gain, antenna pattern (any change), or any other functional parameter that is part of the coordination record, without prior recoordination or approval from the Iowa Repeater Council.
- 8) If the repeater owner or trustee alters information submitted in the annual update in a manner that changes the original coordination parameters, including, but not limited to, the repeater's location (any change), power (any increase), antenna height above ground level, antenna gain, antenna pattern (any change), or any other functional parameter that is part of the coordination record, without prior submission to and approval by the Iowa Repeater Council, the repeater may be transferred to uncoordinated status.

2. Decoordination Process

If any condition listed in Section 1 occurs, the Iowa Repeater Council may proceed as follows:

- 1) The Iowa Repeater Council shall notify the repeater owner or trustee by email using the address on file.
- 2) If no response is received within thirty (30) days, or if the repeater owner or trustee refuses to cooperate in resolving the matter, the Iowa Repeater Council may decoordinate the assigned frequency pair.
- 3) Coordination may be temporarily maintained while coordination records are being updated, provided all required documentation is submitted within sixty (60) days and the system meets all Iowa Repeater Council operational requirements.
- 4) The owner or trustee must notify the Iowa Repeater Council when the repeater is operational and compliant, or when all other policy violations have been corrected. Failure to do so may result in decoordination.

- 5) Decoordinated frequencies shall be returned to the available frequency pool for future coordination.
- 6) All documentation relating to revocation or termination of repeater coordination shall be retained by the Iowa Repeater Council for a period of five (5) years.

3. *Decoordination Appeal Process*

Any revocation may be appealed to the full Executive Board. If no resolution is reached, the appeal may be advanced to a special meeting of the full Iowa Repeater Council membership.

4. *Recoordination Process*

If the Iowa Repeater Council decoordinates a repeater under the procedures above, the repeater owner or trustee may reapply for coordination through the Iowa Repeater Council coordination request process. Recoordination is not automatic and may be denied if:

- Another request for the frequency pair is pending or has been approved; or
- The condition or conditions that resulted in decoordination have not been corrected.

Revision History

Rev	Description
08/08/2026	Initial Release