

Summerveld Watch Radio Rules

Here is the basic etiquette a radio user needs to understand as it will help improve the effectiveness of the farm watch two-way radio.

Radio calls

Over and above the daily radio check there will be a month check

All radio users are encouraged to participate in the monthly check, 7pm, 1st Wednesday of the month

Radio coordinator (contract them to join the calls)

| | | |
|---------|--------|--------------|
| Jenifer | Cell 3 | 082 802 2820 |
| Pam | Cell 2 | 082 367 8274 |
| Karen | Cell 1 | 083 799 2013 |

Basic Two-Way Radio Etiquette Rules:

- The radio language is English
- When using a two-way radio you cannot speak and listen at the same time, as you can with a phone.
- Don't interrupt if you hear other people talking. Wait until their conversation is finished unless it is an emergency. If it is an emergency, inform the other parties that you have a urgent emergency message (see "Emergency Calls" below).
- Do not respond if you aren't sure the call is for you. Wait until you hear your call name/D number to respond.
- Perform radio checks to ensure your radio is in good working condition.
 - Ensure the battery is charged and the power is on.
 - Keep the volume high enough to be able to hear calls.
 - Regularly make radio checks to make sure everything is working and that you are still in range to receive signals.
- Past map of the farm watch D number by your radio to help you communicate with other farm watch members
- Think before you speak.
 - Decide what you are going say and to whom it is meant for.
 - Make your conversations as concise, precise, and clear as possible.
 - Avoid long and complicated sentences. If your message is long, divide it into separate shorter messages.
 - Do not use abbreviations unless they are well understood by your group.

4 Golden Rules fo Radio Communication

1. Clarity

Your voice should be clear. Speak a little slower than normal. Speak in a normal tone, do not shout.

2. Simplicity

Keep your message simple enough for intended listeners to understand.

3. Brevity

Be precise and to the point.

| <u>General Terms</u> | <u>Meaning</u> |
|-----------------------|--|
| Radio Check | What is my signal strength? Can you hear me? |
| Go Ahead | You are ready to receive transmission. |
| Stand-by | You acknowledge the other party, but I am unable to respond immediately. |
| Roger or Ten Four | Message received and understood. |
| Negative | Same as "No". |
| Affirmative | Same as "Yes". Avoid "yup" or "nope" as they are difficult to hear. |
| Say Again | Re-transmit your message. |
| Over | Your message is finished. |
| Out | All conversation is finished, the channel is clear for others to use. |
| Break, Break, Break | You are interrupting in the middle of communication because you have an emergency. |
| Read You Loud & Clear | Response to "Radio Check". Means your transmission signal is good. Also use "Read you 5-by-5". |
| Come in | You are asking the other party to acknowledge they hear you. |
| Copy | You understand what was said |
| Wilco | Means "I will comply". |
| Repeat | Used before you repeat something. ex: "I require 9-5, repeat 9-5, gallons of diesel fuel. Over." |

Phonetic Alphabet

It is almost certain that you will have to use the phonetic alphabet in your conversations over a two-way radio. Many letters and words sound alike so in order to make sure you are communicating clearly you can use the phonetic equivalents of letters that are often confused such as 'F' and 'S', 'T' and 'C', or 'M' and 'N'.

| | | | |
|-------------------|--------------------|-------------------|-------------------|
| A- ALPHA | H- HOTEL | O- OSCAR | V- VICTOR |
| B- BRAVO | I- INDIA | P- PAPA | W- WHISKEY |
| C- CHARLIE | J- JULIET | Q- QUEBEC | X- X-RAY |
| D- DELTA | K- KILO | R- ROMEO | Y- YANKEE |
| E- ECHO | L- LIMA | S- SIERRA | Z- ZULU |
| F- FOXTROT | M- MIKE | T- TANGO | |
| G- GOLF | N- NOVEMBER | U- UNIFORM | |

● = water tank



