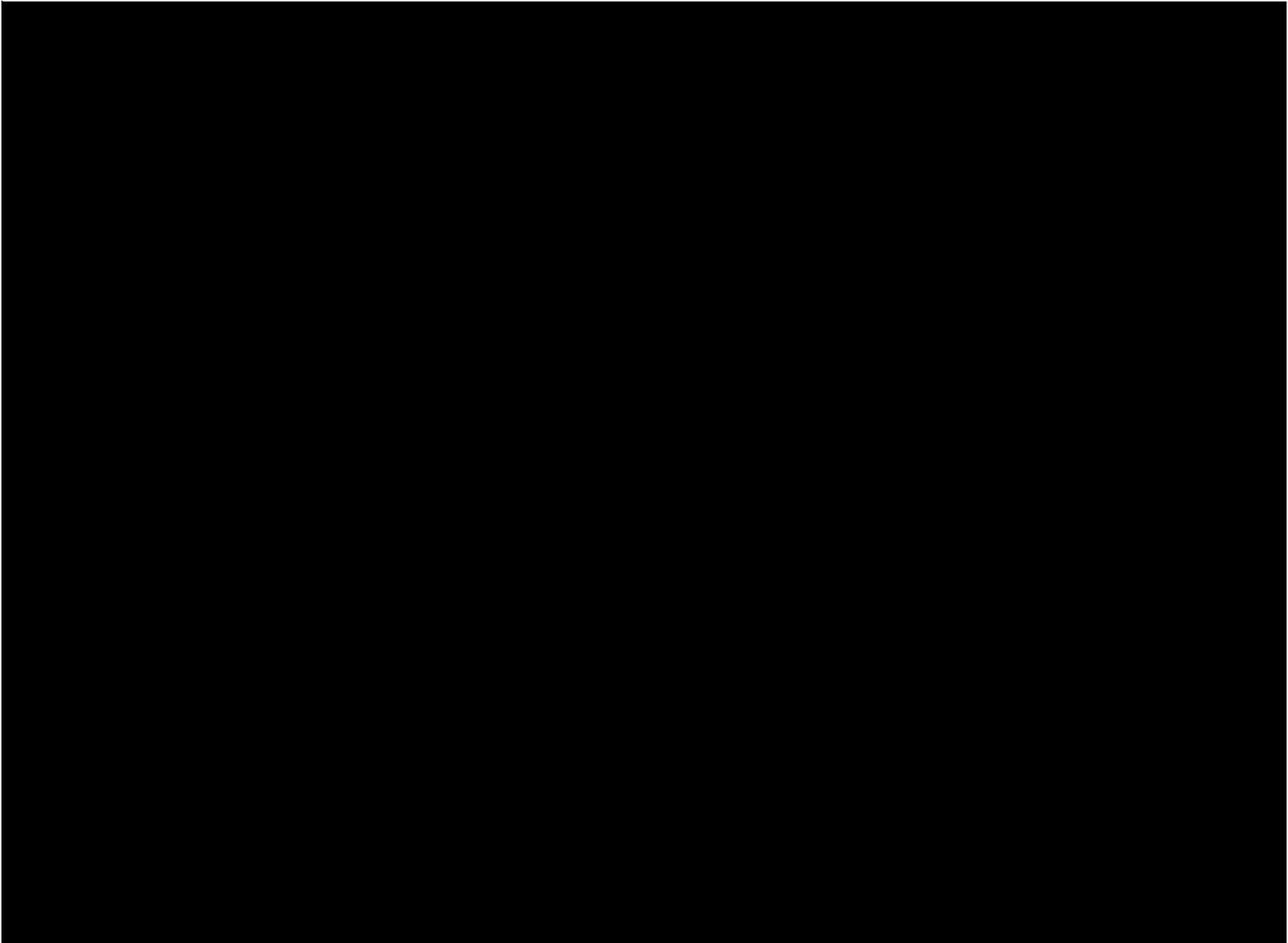




# TACTICAL COMMUNICATIONS SOP



**Rules for Radio use:**

- LISTEN before transmitting
- When transmitting, hit PTT button and wait at least a second before speaking
- Be CLEAR and CONCISE - Know what you are going to say before transmitting
- Speak slowly and in natural phrases while enunciating each word
- Always use low-power when able and always assume the enemy is listening

**Alphabet:**

We will use the phonetic alphabet for describing anything involving numbers or letters. You shall not say “Meet me at grid square Gee Nine (G9)”, but instead “Meet me at grid square Golf Niner”. Substitutes such as “B as in Boy” are unacceptable. This is important as distance, noise, jamming, or even gun fire can make messages hard to decipher. Our messages **MUST** be understood. Below is a list of the phonetic alphabet.

***Phonetic Alphabet***

Character	Pronunciation	Character	Pronunciation
A	Alpha	S	Sierra
B	Bravo	T	Tango
C	Charlie	U	Uniform
D	Delta	V	Victor
E	Echo	W	Whiskey
F	Foxtrot	X	X-Ray
G	Golf	Y	Yankee
H	Hotel	Z	Zulu
I	India	0	Zero
J	Juliet	1	One
K	Kilo	2	Two
L	Lima	3	Three
M	Mike	4	Fo-wer
N	November	5	Five
O	Oscar	6	Six
P	Papa	7	Seven
Q	Quebec	8	Ait
R	Romeo	9	Niner

## Call Signs:

Call Signs can be done for an individual or a group/squad. Call signs should be ONE word or two SHORT words and should change over time. Do not spell out a callsign. If a call sign refers to a group the call sign will assign numbers based on the rank/role of the individual.

“Viper” squad will be the example. Viper-1 refers to the Squad leader, Viper-2 refers to the Assistant Team Leader, and so on. There is an exception where 6 is normally reserved for the squad radio operator so Viper-6 would be the radio operator. Viper-ACTUAL would be the squad leader himself or whoever is now in control. “Viper” in general refers to the squad. Larger groups with multiple teams under a call sign have 2 numbers, one for the Team number and the other for the individual. For example, the Assistant Team 1 Leader would be 1-2.

## Establishing Communication:

“Hey [Call sign], this is [Call Sign], ...Over.” You always identify who you want to communicate to first, then who you are. If you need to talk to all who can hear say “All” or “Any” instead.

Using Viper squad again as an example.

“Viper-3, this is Viper-1, update on the people spotted in grid square Charlie One? Over.”

“Viper-1, this is Viper-3, people have not changed location, unsure if friendly or not, will continue my watch. Over.”

A new squad, Oxide squad, is trying to communicate to any other squad around.

“Any station, any station, this is Oxide-Actual. One injured, need medical assistance our way now! We are located at grid square Delta Six. How Copy?”

“Oxide-Actual, this as Viper-Actual, good copy. We will be sending our medic to your location at grid square Delta Six. Over.”

“Viper-Actual, this is Oxide-Actual, roger that. Make it quick. Out.”

Notice how Viper-Actual confirmed the copy of the message was good and repeated back the grid square location. If it was wrong Oxide-Actual could have corrected it. “

**Three-way communication.** One party sends a message, the other party repeats it back, and the original party confirms or corrects the message.

## Numbers:

When we describe numbers we spell them out. If you see three people moving Southwest of your location at 65 MPH, you will say “three, that is zero three, spotted Southwest of our location moving at Six Five Mike Papa Hotel. Location grid square Bravo Seven, unsure if friendly, will maintain watch. Over.”

## Phrases-Prowords:

**ACKNOWLEDGE** – I understand.

**ALL AFTER** - Part of the message to which I refer is all of that which follows ...

**ALL BEFORE** - Part of the message to which I refer is all of that which precedes ...

**AUTHENTICATE** - Station called is to reply to the challenge that follows.

**AUTHENTICATION IS** - Transmission authentication of this message is.

**BREAK** - I now separate the text from other parts of the message.

**CORRECT** - What you have transmitted is correct.

**CORRECTION** - There is an error in this transmission. Transmission will continue with the last word correctly transmitted.

**CUT THE CHATTER** – Shut up about anything not mission essential.

**DISREGARD THIS TRANSMISSION** - This transmission is in error; disregard it.

**DO NOT ANSWER** - Stations called are not to answer with a receipt for this message, or otherwise to transmit in connection with this message. When this is used the transmission will end with OUT.

**GROUPS** - This message contains the number of five-letter code groups indicated by the numeral following.

**HOW COPY?** – Did you understand what I said? A reply of **GOOD COPY** or **SOLID COPY** confirms understanding. **BAD COPY** means you need to transmit again or switch channels.

**I READ BACK** - The following is my response to your instructions to read back.

**I SAY AGAIN** - I am repeating transmission or part indicated.

**I SPELL** - I shall spell the next word phonetically.

**I VERIFY** - The following message (or portion) has been verified at your request and is repeated. Used only as a reply to VERIFY.

**INTERROGATIVE** – I am asking you a question on your current capabilities or mission but more than just a simple “Yes/No” answer.

**MESSAGE** - A message that requires recording is about to be transmitted. Not used on nets primarily used for conveying messages; intended for use on tactical nets.

**MORE TO FOLLOW** - Transmitting station has additional traffic for the receiving station.

**NEGATIVE** – No or that is incorrect.

**OSCAR MIKE** – We or they are “on the move”.

**OUT** - This is the end of my transmission to you and no answer is required or expected.

**OVER** - This is the end of my transmission to you and a response is necessary. Go ahead: transmit a reply.

**RADIO CHECK** - What is my signal strength and readability?

**READ BACK** - Repeat this transmission to me exactly as received.

**RELAY TO** - Transmit this message to all addresses or to the address designations immediately following.

**ROGER** - Have received your last message satisfactorily, loud and clear. (Lima Charlie)

**SAY AGAIN** - Repeat all of your last transmission. Followed by identification data means "SAY AGAIN (portion indicated)".

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**SILENCE** - Cease transmission on this net immediately. If repeated three or more times, silence will be maintained until lifted.

**SILENCE LIFTED** - Resume normal transmissions. Silence can only be lifted by the station imposing it or by higher authority. When an authentication system is in force, the transmission imposing and lifting silence is to be authenticated.

**SPEAK SLOWER** - You are transmitting too fast: slow down.

**THIS IS** - This transmission is from the station whose designator immediately follows.

**TIME** - That which immediately follows is the time or date-time group of the message.

**UNKNOWN STATION** - The identity of the station with whom I am trying to establish communications is unknown.

**VERIFY** - Verify entire message (or portion indicated) with the originator and retransmit correct version. Used only at the discretion of the addressee of the questioned message.

**WAIT** - I must pause for a few seconds.

**WAIT, OUT** - I must pause longer than a few seconds.

**WILCO** - Have received your last message, understand it, and will comply; to be used only by the addressee of a message. Since the meaning of ROGER is included in that of WILCO, the two prowords are never used together.

**WORD AFTER** - I refer to the word of the message that follows ...

**WORD BEFORE** - I refer to the word of the message that precedes ...

**WORDS TWICE** - Communication is difficult; transmit each phrase or code group twice. Used as an order, request or as information.

**WRONG** - Your transmission was incorrect. The correct version is ...

## **Time & Distance:**

First, you will use 24-hour time and you will like it. Every electronic device can be switched to 24-hour time now so start getting used to it. When reporting time sound it out as in the Numbers section. Example: "Viper-3, this is Viper-1, please relocate your position to the South at One Seven One Five hours. Over." For time zones stick with local time aka Lima time.

Minutes are referred to as Mikes. If you want you to come to me in 15 minutes, you will say "move to my location at grid square Echo One in One Five Mikes. Over."

You might have noticed, "Mikes" and "Miles" sound similar. Hence when giving distance in miles, indicate it is "miles distance" to avoid confusion. Example, "we are located approximately Three and One Half miles distance South of your position".

## Radio Checks:

Radio checks are periodic check-ins that confirm that other Call Signs are effectively hearing your messages. Be sure to conduct regular radio checks especially before and after operations. Example:

“Oxide, this is Viper-Actual, radio check requested. Over.”

“Viper-Actual, this is Oxide-1, Lima Charlie (Loud and Clear). Over.”

“Viper-Actual, this is Oxide-2, Message coming in weak. Switch to TAC-5. Over.”

## Using Breaks:

Breaks are NOT used to end a transmission, OVER and OUT are. Breaks are used to separate parts of a message, such as the first message answering an interrogative and the second message asking for help. You should use breaks often as it allows anyone else to break-in who might have a higher-priority message. Example:

“Viper, this is Oxidie-6, interrogative: Are you able to enter the house located in grid square Foxtrot Ait? Over.”

“Oxidie-6, this is Viper-Actual, no we are unable to enter the house located in Foxtrot Ait right now, perimeter is secured by Two, I say again, Zero Two men.

/BREAK/

We are running low on water, need at least Three gallons of resupply by Zero Niner hours. How copy? Over.”

## Roger, Wilco, Over & Out:

Roger - Used to say you received the message but does NOT indicate action. Action should be communicated using Wilco (Will Comply).

Over – You are done with a message AND expect a response, if you are done transmitting entirely you will say Out.

Example:

“Viper, this is Oxidie-2, do you see the house located in grid square Foxtrot Ait? Signal Report? Over.”

“Oxide-2, this is Viper-2, good signal. Roger. We can see the house located in Foxtrot Ait. Over.”

“Viper-2, this is Oxide-2, form a perimeter around the house and enter. Over.”

“Oxide-2, this is Viper-2, wilco. Out.”

## **I Say Again, I Read Back, Do Not Answer & Silence:**

I Say Again means you are repeating a message. We use it instead of repeat because repeat could mean to execute an order again, such as firing rifles at a target. You Say Again is used to tell the other station to say what they previously just said again. When answering a confirmatory message, start with I Read Back and exactly repeat what you think you heard. If you're wrong don't worry as you will be corrected.

Do Not Answer means you should NOT answer any confirmatory message back to the operator. If anything you should listen and stay silent. Used in cases where stealth is vital and the one transmitting should say Do Not Answer and the message again over at least once. If Silence is said over a transmission you need to shut up until told not to. Example:

"Oxide, this is Viper-Actual, do not answer. Oxide, this is Viper-Actual, do not answer. Oxide, this is Viper-Actual, do not answer. Our position is compromised and they are using radio direction finding. SILENCE! SILENCE! SILENCE!"

## **More to Follow, Message & Relay To:**

When receiving More to Follow, you will wait for additional instructions or information. Get a pen and paper out if Message is said as you will need to record it. The message could also be one that needs a Relay to for someone else. Example:

"Oxide-6, this is Viper-1, we have information coming in on that house. More to follow. Over."

"Viper-1, this is Oxide-6, ready for message. Over."

"Oxide-6, this is Viper-1, copy the following message and relay it to Oxide-1. Message: 'My ex lives at that house. Level it.' Message complete. Over."

"Viper-1, this is Oxide-6, I read back 'my ex lives at that house. Level it.', is this correct? Over."

"Oxide-6, this is Viper-1, Correct. Report on success or failure. Viper-1 out."

## **Switching Channels:**

If your channel is compromised, you are being jammed, or distance/obstacles are affecting transmission quality then switch channels. Each radio has 3 zones with 16 channels each. Zone A are TAC (Tactical/Talk Around Channels), Zone B are GMRS channels, and Zone C are amateur radio repeaters meant to communicate in-case-of-emergency. Lower TACs are programmed for greater range and higher TACs are better in indoors/urban environments. Example:

"Viper, this is Oxide-6, we are having a hard time hearing you, switch to TAC-2 that is TAC Zero Two, how copy?"

"Oxide-6, this is Viper-6, good copy. Viper is switching to TAC-2, Do you read? Over."

"Viper-6, this is Oxide-6, we read you and will be switching to TAC-2. Out."