

[Radio Etiquette]

1. Learn The Lingo

Perhaps the most important tip to know about two-way radio communication is that certain words and phrases should be used when greeting, speaking to, and saying goodbye to another party. That's because some words used in everyday speech don't always transmit clearly over two-way radio waves.

Affirmative: "Yes."

Negative: "No."

Roger: "I understand and agree with your statement."

Say Again: "I need you to repeat what you just said."

Stand By: "Please wait."

Over: "I have finished speaking, you may now reply."

Wilco: "I will comply and follow instruction."

Copy: "Do you understand what I have just explained to you?"

Out: "This conversation is finished."

Signal, Signal, Signal: "I or those around me are in an extremely dangerous or life threatening emergency and require immediate assistance. Cease all other activities."

Note: Such that the degree of severity is present in the emergency call, similar to an aircraft's "Mayday", it should only be used in presence of necessity considering any such call will result in the overall cancellation of the Primary Objective. The caller will immediately transmit any information possible after reciting and confirming the Signal alarm.

2. Pause Before You Speak

It's a good practice to pause for a second after pressing the PTT (press-to-talk) button on your two-way radio before you actually start to speak. This ensures your first word or two won't get cut off, which means you'll have to repeat yourself.

3. Keep Your Communication Short and Concise

Avoid speaking for a long period of time when you're using a two-way radio. It clogs up airways and someone else may have an important callout they need to make.

4. Speak In A Clear, Normal Tone

Try to avoid speaking too fast when using walkie talkies. Speak in a normal tone of voice; quiet speech or shouting will not be heard clearly over the devices. Keep your radio's microphone about 3-5" away from your mouth so your voice won't sound too loud to other radio users. Remember, be clear and concise. You may have an accent, or other issue that you don't even realize, and you could put out a transmission that no one else understands or people need to strain to understand over radio.

5. Assume Others Can Hear Your Conversation

When using two-way radios, assume that other people within earshot can hear your conversations, and remember that you don't have exclusive use of the frequency. You never know when someone could be listening with a scanner or your opposition is writing down/recording everything you're saying. Don't say anything over the radio that you could not afford a third party hearing.

6. Identify Yourself

Walkie talkies don't always have caller ID and are meant to be picked up and used by anyone, so it's good etiquette to identify yourself when you start your conversation. You also want to address the person you're speaking to before you state your title. Names are not to be used in radio communications to protect the identity of the user.

Personnel are not to refer to individuals by their names, only by their positions.

Example: "Rear Lead to General Director, engaging Stagger, over."

Example: "Screen Lead Left to Screen Lead Right, engaging Screen Front, over."

Example: "Nav Lead to All Sections, prepare for Right Turn, over."

Example: "Point Lead to Medic, requesting immediate attention at third rank, over."

Point Lead - Vanguard Section Leader

Rear Lead - Rearguard Section Leader

Screen Lead Right - Right Section Leader

Screen Lead Left - Left Section Leader

Cam Lead - Camera Team Leader

Medic - Medic

Nav Lead - Navigator