**RADIO PROCEDURES**

**PHONETIC ALPHABET & NUMBERS**

A Al-fah N Noh-vemm-berr

B Brah-voh O Oss-karr

C Charr-lee P Pah-pah

D Dell-tah Q Keh-bek

E Eck-oh R Roh-mee-oh

F Foks-trott S See-err-ah

G Golff T Tan-goh

H Hoh-tell U Yoo-nih-form

I Inn-dee-ah V Vik-torr

J Joo-lee-ett W Wiss-kee

K Kee-loh X Eks-ray

L Lee-mah Y Yan-kee

M Miy-kull Z Zoo-loo

1. Zee-roh 5 Fife
2. Wunn 6 Sikss
3. Too 7 Sev-enn
4. Tree 8 Ate
5. Fo-wer 9 Niner

**VOICE PROCEDURE – ABBREVIATIONS**

**Affirmative** — Yes

**Negative** — No

**Reading you Five** / **Loud and clear** — I understand what you say [5x5](http://en.wikipedia.org/wiki/Five_by_five).

**Over** — I have finished talking and I am listening for your reply. Short for "Over to you."

**Out** — I have finished talking to you and do not expect a reply.

**Clear** — I have finished talking to you and will be shutting my radio off.

[**Roger**](http://en.wikipedia.org/wiki/Roger#Radio_phraseology) — Information received.

**Copy** — I understand what you just said (after receiving information).

**Wilco** — **Wil**l **co**mply (after receiving new directions).

**Go ahead** or **Send your traffic** — Send your transmission.

**Say again** — Please repeat your last message *(****Repeat*** *is not used as it is a specific command when calling for artillery fire)*

**Break** — Signals a pause during a long transmission to open the channel for other transmissions, especially for allowing any potential emergency traffic to get through.

**Break-Break** — Signals to all listeners on the frequency, the message to follow is priority. Reserved for emergency traffic.

**Standby** or **Wait one** — Pause for the next transmission. This usually entails staying off the air until the operator returns after a short wait.

**Callsign-Actual** — Sometimes an individual (generally a superior) may have a person monitor the network for them. Saying "actual" after their callsign asserts you wish to speak to the specific person the callsign is attached to.

**APPOINTMENT TITLES**

SUNRAY Commander

MOONBEAM Chief of Staff

SEAGULL Operations / Adjutant

BOXWOOD General Staff (Nuclear, Biological, Chemical)

ACORN Intelligence

MANHOLE Administrative Staff

MOLAR Logistics Staff / Quartermaster

NUTSHELL Q Staff / Equipment

CONROD Air Defence

SPYGLASS Air Reconnaissance

BASEBALL Air Traffic Controller

ATOLL Air Transport Support Operations

HAWKEYE Land Air

IRONSIDE Armour

SHOTGUN Armament Officer

SHELDRAKE Artillery

CRACKER Locating Battery / Arty Intelligence

HOLDFAST Engineer / Airfield Construction

FORTUNE Forward Air Controller

GLOWWORM Ground Liaison Officer

FOXHOUND Infantry

STARLIGHT Medical

CONTRACTOR Movements Staff

RICKSHAW Ordinance

WATCHDOG Provost

BLUEBELL Electrical / Mechanical Engineering

PRONTO Signals

PLAYTIME Supply and Transport

METEOR Meteorological

GOLDFINGER Paymaster

SKYPILOT Padre