

Radio Procedures

OP-M-224

Revision 3

Approved by 

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Operations / Fire Department

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Purpose

To establish a procedure and guidelines for Fire Department radio traffic.

Scope/Applicability

This procedure applies to all Fire Department personnel.

Terms and Definitions

Responsibilities

It is the responsibility of all personnel to apprise themselves of these procedures and comply therewith.

Discussion

A. General.

1. Radio traffic shall be limited to essential information.
2. Radio transmissions shall be professional, clear and concise.
3. Plain English shall be used as opposed to codes.
4. Radio transmissions shall begin by addressing the unit/command/or entity being called, followed by the identifier of the unit making the transmission. Example:
“Dispatch, Engine One.”
5. The Firehouse shall be referred to as Station One.
6. The Dispatch Center is referred to as Dispatch for radio transmission purposes.
7. Personal names shall not be broadcast.

8. The crew of an apparatus shall be referred to by the apparatus name.
 - a. The engineer shall be referred to by the apparatus name followed by engineer.
Example: "Engine One Engineer."
- B. Emergency Radio Traffic.
 1. When situations require control of the radio channel to announce an immediate emergency, the following procedure shall be used.
 - a. Personnel shall announce their identifier followed by "emergency radio traffic".
 - b. Dispatch shall echo the above and await the message.
 - c. Dispatch shall echo the message and accommodate radio traffic as necessary.
 1. For prolonged situations in which only emergency radio traffic is appropriate for the channel, Dispatch shall make the announcement on all channels that the respective channel is limited to emergency radio traffic due to Fire Department operations.
 2. All non-participating units shall observe radio silence until the emergency has been resolved, and Dispatch airs for normal radio traffic to resume.
- C. Emergency Evacuation.
 1. When conditions require the emergency evacuation of fire personnel, the message shall be announced on all radio channels.
 2. Upon hearing the emergency evacuation message, the engineers of each apparatus on scene shall activate all audible warning devices for twenty (20) seconds.
 3. Officers shall give an accountability report for crewmembers as soon as possible to the Incident Commander.

References

No references

Records

Records are not applicable to this procedure.

Attachments, Appendices

No attachments