



PURPOSE

In order to provide a uniform method for establishing radio communications from units to units, or units to 911 Dispatch, it is necessary to define a proper procedure for such communication. Confusion may arise when inconsistencies are made in how RFD units call other units or stations, Therefore this policy shall define the proper method, which is referred to as the Communications Order Model (COM) . All personnel are responsible for understanding the COM and shall use it as the exclusive method for establishing communications with Pope County 911 or other units on the RFD Radio System.

POLICY

All personnel shall use the COM when establishing communications with other units or stations on the RFD Radio System. The order model requires that the unit identify the unit or station they are calling, followed by the unit or station they are calling from.

Communications Order Model

Radio communications will be regulated by the following order model guidelines:

1. Sender will call receiver by their unit ID and then give own unit ID.
 - Example: " Dispatch, this is Engine 1" or "Dispatch, from Engine 1"
Not: "Engine 1 to Dispatch"
1. Receiver will give their ID to indicate they are ready to receive.
 - Example: "This is Engine 1, go ahead" or "Go for Engine 1"
2. Sender will then extend message, order, etc.
 - Example: "Engine 1 from Command, I need you to deploy an attack line to the rear of the structure."
3. Receiver will give ID and acknowledge receipt of message. A brief restatement is the best acknowledgment.
 - Example: "Engine 1 copies, deploying attack line to rear."
4. Dispatch will acknowledge all communications directed to it by a brief restatement of the message, with particular attention given to repeating on the scene, size-up and progress reports, recall reports, requests for additional resource and all Incident Status changes.

Note: During a response, or when radio traffic is busy, it is not necessary to get dispatch's attention prior to making a transmission. Example: "Engine 1 Responding", and "Engine 1 On Scene" messages should not have to be preceded by getting dispatch's attention.

Approved

Fire Chief

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