

CHAPTER 8

RADIOTELEPHONE PROCEDURES

Radiotelephone (voice radio) is one of the most useful military communication methods. Because of its directness, convenience, and ease of operation, R/T is used by ships and aircraft almost exclusively for short-range tactical communications. Its direct transmission of voice makes it possible for a conning officer to have in his hands a means of personal communication with the OTC and with other ships. There is little delay while a message is prepared for transmission, and acknowledgements can be returned instantly.

Although there is a current trend toward the use of R/T on the lower frequencies because of the need for longer-range tactical communications in dispersed formations, radiotelephone equipment usually is operated on frequencies that are high enough to have line-of-sight characteristics—that is, the waves do not follow the curvature of the earth. Because of the employment of high frequencies, the range of radiotelephone communications is normally limited to 20 to 25 miles.

All personnel must be cautioned that transmissions by radiotelephone are subject to enemy interception and therefore have no security. In the interest of security, because most radiotelephone messages are in plain language, all transmissions must be kept as short and concise as possible, consistent with clearness. Wave propagation characteristics of radiotelephone frequencies sometimes are freakish, and transmissions may be heard from great distances.

The most important element leading to efficient communications over the voice circuits is enforcement of strict circuit discipline. This can be accomplished only through indoctrination and insistence upon rigid compliance with the basic procedure prescribed in ACP 125.

MICROPHONE TECHNIQUES

The three basic rules for utilizing the radiotelephone are: speak slowly, speak loudly enough to be heard, and speak clearly. Transmissions should be distinct, with natural emphasis on each word.

From the viewpoint of procedure, R/T has become the most widely misused piece of communication apparatus in the Navy today. Some of the common faults are:

1. Breaking in on a net already in use;
2. Talking too rapidly;
3. Shouting into the microphone;
4. Blowing into the microphone to see if the transmitter is operating;
5. Keying the microphone continually throughout the transmissions;
6. Poor diction; and
7. Poor enunciation.

It is the responsibility of the supervising officer to exercise a firm and positive control over R/T circuits, to see that mistakes are called to the attention of those at fault, and to take steps to correct deficiencies and to prevent them from recurring.

Listed here are some useful do's and don'ts for oral transmissions:

DO—

1. Listen before transmitting. Unauthorized break-in is both discourteous and causes confusion. Often, neither transmission gets through.
2. Speak clearly and distinctly. Both slurred syllables and clipped speech are hard to understand. A widespread error among untrained operators is failure to emphasize vowels sufficiently.
3. Speak slowly. Unless the action officer is listening, he must rely on the copy being typed or written at the other end. Give the recorder a chance to get it all the first time.
4. Avoid extremes of pitch. A high voice cuts best through interference, but is shrill and unpleasant if too high. A lower pitch is easier on the ear, but if too low is hard to understand through background noises.
5. Maintain a normal speaking rhythm. Group words in a natural manner. Send messages phrase by phrase instead of word by word.
6. Use standard pronunciation. Speech with sectional peculiarities may be difficult for persons from other parts of the country to

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understand. Talkers using the almost standard pronunciation of a broadcast network announcer are easiest to understand.

7. Use a moderately strong voice to override unavoidable background noises.

8. Maintain correct distance between lips and microphone. If the distance is too great, speech is inaudible and background noises creep in; if too small, blaring and blasting result. If a handset is held naturally, the distance is approximately correct.

9. Shield the microphone from noise-generating sources while transmitting.

10. Give an accurate evaluation in response to a request for a radio check. A transmission with feedback and/or a high level of background noise is not loud and clear even though the message can be understood.

11. Release the microphone button and pause momentarily, when practicable, after each natural phrase. This allows any other station with higher precedence traffic to break in.

12. Transact your business and get off the air. Preliminary calls only waste time when communication is good and the message is short. It is unnecessary to blow into a microphone to test it, or to repeat portions of messages when no repetition has been requested.

DON'T—

1. Transmit while surrounded by other persons discussing the next maneuver or event. This practice confuses receiving stations, and a serious security violation can result.

2. Hold the microphone button in the push-to-talk position until ready to transmit. Doing so blocks communications on the net.

3. Hold a handset in such a position while speaking that there is a possibility of having feedback from the earphone added to other extraneous noises.

4. Hold a handset loosely. A firm pressure on the microphone button prevents unintentional release and consequent signal dropout.

5. Send test signals for longer than 10 seconds.

**PHONETIC ALPHABET
AND NUMERALS**

The standard procedure for pronunciation and transmission of letters and numerals on both sound-powered telephone and radiotelephone circuits within the U. S. naval service is as follows.

When necessary to identify any letter of the alphabet, the accompanying standard phonetic alphabet is used.

<u>Letter</u>	<u>Phonetic equivalent</u>	<u>Pronounced as</u>
A	ALFA	AL fah
B	BRAVO	BRAH voh
C	CHARLIE	CHAR lee
D	DELTA	DELL tah
E	ECHO	ECK oh
F	FOXTROT	FOKS trot
G	GOLF	GOLF
H	HOTEL	hoh TELL
I	INDIA	IN dee ah
J	JULIETT	JEW lee ett
K	KILO	KEY loh
L	LIMA	LEE mah
M	MIKE	MIKE
N	NOVEMBER	no VEM ber
O	OSCAR	OSS cah
P	PAPA	pah PAH
Q	QUEBEC	keh BECK
R	ROMEO	ROW me oh
S	SIERRA	see AIR rah
T	TANGO	TANG go
U	UNIFORM	YOU nee form
V	VICTOR	VIK tah
W	WHISKEY	WISS key
X	XRAY	ECKS ray
Y	YANKEE	YANG key
Z	ZULU	ZOO loo

When signals from naval signal books are transmitted by voice, names of the flags (ALFA, BRAVO, etc.) that appear in the signal books are used. Difficult words within the text of plain text messages may be spelled, using the phonetic alphabet preceded by "I SPELL." When the operator can pronounce the word to be spelled, he does so before and after the spelling to identify the word.

When numerals are transmitted, the following pronunciation is used:

<u>Numeral</u>	<u>Spoken as</u>
Ø	Zero
1	Wun
2	Too
3	Thuh-ree
4	Fo-wer
5	Fi-yiv
6	Six
7	Seven
8	Ate
9	Niner

The numeral 0 is spoken as ZERO, never as OH. To distinguish numerals in the text from words pronounced similarly, the proword "FIGURES" may be used preceding the numbers.

In general, numerals are transmitted digit by digit except that exact multiples of hundreds and thousands may be spoken as such. Examples:

<u>Number</u>	<u>Spoken as</u>
44	Fo-wer fo-wer
90	Niner zero
136	Wun thuh-ree six
500	Fi-yiv hun-dred
1478	Wun fo-wer seven ate
7000	Seven thow-zand
16000	Wun six thow-zand
16400	Wun six fo-wer hun-dred
812681	Ate wun two six ate wun

The decimal point is spoken as DAY-SEE-MAL.

PROWORDS

Prowords (procedure words) are words and phrases for speeding the handling of radiotelephone messages. They perform the same functions and are used in the same manner as the prosigns discussed in chapter 2. Many prosigns and prowords are exactly equivalent in meaning.

Because single letters in oral communications are pronounced according to the phonetic alphabet, the letter prosigns usually employed in other forms of communicating have oral substitutes. Table 8-1 is a complete list of authorized prowords, together with an explanation of each, and the corresponding prosign (if any).

R/T MESSAGE FORMAT

Radiotelephone employs a 16-line message format closely comparable to the formats used in radiotelegraph and in teletypewriter communications. It uses the same three military message forms: plaindress, abbreviated plaindress, and codress. By far the most common message form in radiotelephone traffic is the abbreviated plaindress. In fact, sometimes it is so abbreviated that its resemblance to the basic message format is barely detectable. But the three major message parts, heading, text, and ending, are there. Each of these, as in teletypewriter message format, is reduced to parts, components, and elements.

A comparison of the R/T message format in table 8-2 with the basic message format in table 2-4 shows that the two are basically the same. This is already pointed out in chapter 2. The main difference is the substitution of prowords for prosigns.

The heading of an R/T message may include any or all of the first ten procedural lines shown in table 8-2. More often than not it includes only the call. The reason for such general use of the abbreviated form is that radiotelephone communication nearly always is conducted with station originating and station addressed to direct communication.

Every R/T message ends with the proword OVER or OUT. Omission of the ending proword often leads to confusion, particularly during rapidly developing tactical situations involving aircraft.

Nicknames and flag signals (those which could be sent by flaghoist) may be transmitted as plain language words, but encoded or enciphered groups are spelled phonetically. For example, the nickname LIBRA would be sent in the clear, as EXECUTE PLAN LIBRA. An encrypted group such as BAXTO, however, is spelled out phonetically and written in full as BRAVO ALFA XRAY TANGO OSCAR. When the proword I SPELL precedes a part of the message, each phonetic letter is recorded as a single letter—the sender is simply spelling out a word. For example, I SPELL—KILO ECHO GOLF—etc., is written as KEG. Without the proword I SPELL, the international alphabet flags are intended, and the message is recorded as sent: KILO ECHO GOLF. The meaning of the latter then is obtained from the appropriate signal book.

In addition to the prowords in table 8-1, GQ R/T operators should be familiar with the contents of ACP 165, Operational Brevity Codes. Words from ACP 165 are used whenever possible to make contact and raid reports.

Operational brevity code words and phrases are employed for the purpose of standardization and abbreviation. Like prowords, they are designed for speed and conciseness of transmission. Unlike prowords, in most instances they substitute for part of the textual component of a message. Although operational brevity codes may be used in the clear, discretion must be exercised because the meanings of a number of them are such as to reveal details of equipment, tactics, and intentions that could be of use to an opposing force.

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Table 8-1. — Authorized Prowords

<u>Proword</u>	<u>Explanation</u>	<u>Prosign equivalent</u>
ALL AFTER	The portion of the message to which I have reference is all that which follows_____.	AA
ALL BEFORE	The portion of the message to which I have reference is all that which precedes_____.	AB
BREAK	I hereby indicate the separation of the text from other portions of the message. (Use is optional; usually included to avoid ambiguity.)	<u>BT</u>
CORRECTION	An error has been made in this transmission. Transmission will continue with the last word correctly transmitted.	EEEEEEEE
	An error has been made in this transmission (or message indicated). The correct version is _____.	C
	That which follows is a corrected version in answer to your request for verification.	C
DISREGARD THIS TRANSMISSION	This transmission is in error; disregard it. (This proword is not used to cancel any message that has been completely transmitted and for which receipt or acknowledgement has been received.)	EEEEEEEE <u>AR</u>
DO NOT ANSWER	Stations called are not to answer this call, receipt for this message, or otherwise to transmit in connection with this transmission. (When this proword is employed the transmission must be ended with the proword OUT.)	F
EXECUTE	Carry out the purport of the message or signal to which this applies. (To be used only with the executive method.)	<u>IX</u> (5-sec. dash)
EXECUTE TO FOLLOW	Action on the message or signal that follows is to be carried out upon receipt of the proword EXECUTE. (To be used only with the executive method.)	<u>IX</u>
EXEMPT	The addressee designations immediately following are exempted from the collective call.	XMT
FIGURES	Numerals or numbers follow.	—
FLASH	Precedence Flash.	Z
FROM	The originator of this message is indicated by the address designation immediately following.	FM
GROUPS	This message contains the number of groups indicated by the numeral following.	GR
GROUP NO COUNT	The groups in this message have not been counted.	GRNC
IMMEDIATE	Precedence Immediate.	O
INFO	The addressee designations immediately following are addressed for information.	INFO
I READ BACK	The following is my response to your instructions to read back.	—
I SAY AGAIN	I am repeating transmission or portion indicated.	<u>IMI</u>
I SPELL	I shall spell the next word phonetically.	—

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Table 8-1. — Authorized Prowords—Continued

<u>Proword</u>	<u>Explanation</u>	<u>Prosign equivalent</u>	<u>P</u>
I VERIFY	That which follows has been verified at your request and is repeated.	—	VERI
MESSAGE FOLLOWS	A message that requires recording is about to follow. (Transmitted immediately after the call.)	—	
NUMBER OUT	Station serial number This is the end of my transmission to you and no answer is required or expected.	NR AR	WAIT WAIT WILC
OVER	This is the end of my transmission to you and a response is necessary. Go ahead; transmit.	K	
PRIORITY	Precedence Priority.	P	
READ BACK	Repeat this entire transmission back to me exactly as received.	G	
RELAY (TO)	Transmit this message to all addressees or to the address designations immediately following.	T	WORL
ROGER	I have received your last transmission satisfactorily.	R	WORL
ROUTINE	Precedence Routine.	R	WORL
SAY AGAIN	Repeat all of your last transmission. (Followed by identification data means "Repeat ___ (portion indicated)."	IMI	
SERVICE SIGNALS FOLLOW	The message that follows is a service message. The groups that follow are taken from a signal book. (This proword need not be used on nets primarily employed for conveying signals. It is intended for use when tactical signals are passed on nontactical nets.)	SVC —	WRON
SILENCE	Cease transmissions immediately. Silence will be maintained until instructed to resume. (When an authentication system is in force, transmissions imposing silence are to be authenticated.)	HM HM HM	In : ing fr can be ting p moder elimin nicatio killer 1 for ex: 5- or signal. of the flaghoi ly airc becaus easily :
SILENCE LIFTED	Resume normal transmissions. (Silence can be lifted only by the station imposing it or by higher authority. When an authentication system is in force, transmissions lifting silence are to be authenticated.)	—	When phrase: code w: simulta Moreov offer a decepti
SPEAK SLOWER	Your transmission is at too fast a speed. Reduce speed of transmission.	—	
THAT IS CORRECT	You are correct, or what you have transmitted is correct.	C	
THIS IS	This transmission is from the station whose designation immediately follows.	DE	
TIME	That which immediately follows is the time or date-time group of the message.	—	
TO	The addressees whose designations immediately follow are to take action on this message.	TO	
UNKNOWN STATION	The identity of the station with which I am attempting to establish communication is unknown.	AA	

Table 8-1.—Authorized Prowords—Continued

<u>Proword</u>	<u>Explanation</u>	<u>Prosign equivalent</u>
VERIFY	Verify entire message (or portion indicated) with the originator and send correct version. (To be used only at the discretion of or by the addressee to whom the questioned message was directed.)	J
WAIT	I must pause for a few seconds.	<u>AS</u>
WAIT OUT	I must pause longer than a few seconds.	<u>AS</u> <u>AR</u>
WILCO	I have received your message, understand it, and will comply. (To be used only by the addressee. Because the meaning of ROGER is included in that of WILCO, the two prowords are never used together.)	
WORD AFTER	The word of the message to which I have reference is that which follows_____.	WA
WORD BEFORE	The word of the message to which I have reference is that which precedes_____.	WB
WORDS TWICE	Communication is difficult. Transmit (or transmitting) each phrase (or each code group) twice. (This proword may be used as an order request or as information.)	—
WRONG	Your last transmission was incorrect. The correct version is_____.	—

OPERATING PROCEDURES

In almost every example of confusion arising from R/T communications the difficulty can be traced to the use of nonstandard operating procedures. It should be obvious that modern high-speed naval operations make the elimination of confused radiotelephone communications an absolute necessity. A hunter/killer force searching for an enemy submarine, for example, is not permitted the luxury of a 5- or 10-minute delay in executing a screening signal. This defeats the very purpose (speed) of the OTC in utilizing an R/T instead of a flaghoist signal. A 1-minute delay by a friendly aircraft pilot in executing a vectoring signal because he didn't understand the message could easily result in the pilot's death.

Whenever possible, the use of standard phraseology, authorized prowords, and brevity code words greatly speeds communications and simultaneously enhances reliability and clarity. Moreover, variations from standard procedure offer an ideal situation for introducing enemy deception on the circuit.

In the discussion that follows, assume for purposes of illustration that all transmissions pass over the voice radio net shown in figure 8-1. Each station (ship) on the net is assigned a prescribed R/T voice call sign. Call signs, which are tactical in nature, usually consist of spoken words that can be transmitted and understood more rapidly and more effectively than the actual names of ships or afloat commands. Occasionally, special or abbreviated calls are utilized. They are composed of letters, or letters and numbers, transmitted according to the phonetic alphabet and numeral pronunciation as follows:

<u>Call sign</u>	<u>Transmission</u>
AB	ALFA BRAVO
P3	PAPA THUH-REE

CALLING AND ANSWERING

The call in R/T procedure may be a full, collective, or abbreviated call.

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Table 8-2. — Radiotelephone Message Format

Parts	Components	Elements	Format line	Contents
H E	Procedure . . .	a. Call	1	Not used.
		b. Message follows	2 and 3	Station(s) called (proword EXEMPT, exempted calls). Proword THIS IS and station calling. Proword MESSAGE FOLLOWS.
		c. Transmission identification.	4	Proword NUMBER and station serial number.
		d. Transmission instructions.		Prowords RELAY TO; READ BACK; DO NOT ANSWER. Operating signals; call signs; address groups; address indicating groups; plain language.
A	Preamble . . .	a. Precedence; date-time group; message instructions.	5	Precedence designation. Proword TIME; date and time expressed in digits and zone suffix; operating signals.
D	Address	a. Originator's sign; originator.	6	Proword FROM. Originator's designation as address group(s), call sign(s), or plain language.
		b. Action addressee sign; action addressee(s).	7	Proword TO. Action addressee designation as address group(s), call sign(s), or plain language.
I		c. Information addressee sign; information addressee(s).	8	Proword INFO. Information addressee designation(s) as address group(s), call sign(s), or plain language.
		d. Exempted addressee sign; exempted addressee(s).	9	Proword EXEMPT. Exempted addressee designation(s) as address group(s), call sign(s), or plain language.
N	Prefix	a. Accounting information; group count; service information.	10	Accounting symbol; group count; proword SERVICE
G				
S E P A R A T I O N			11	Proword BREAK.
T E X T	Text	a. Subject matter	12	Internal instructions; thought or idea as expressed by the originator.
S E P A R A T I O N			13	Proword BREAK.
E N D I N G	Procedure . . .	a. Time group	14	Proword TIME. Hours and minutes expressed in digits and zone suffix, when appropriate.
		b. Final instructions	15	Prowords WAIT; CORRECTION. Station designation.
		c. Ending sign	16	Prowords OVER; OUT.

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In the full call, a particular station is called and the sending station identifies itself. Example:

FOXFIRE—THIS IS STRAWBOSS—OVER

or FOXFIRE—THIS IS STRAWBOSS—MESSAGE FOR YOU—OVER
This transmission indicates that Strawboss has a message for Foxfire and is attempting to establish communication. When the calling

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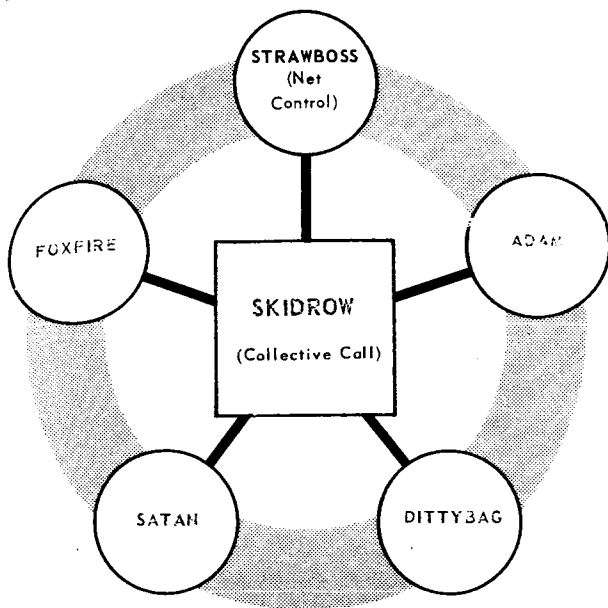


Figure 8-1. —Radiotelephone net.

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station calls more than one ship in the same message, the ships are addressed in alphabetical call sign order. Example:

ADAM—FOX FIRE—SATAN—THIS IS STRAWBOSS—OVER

The reply to Strawboss' initial call is made in the same form:

STRAWBOSS—THIS IS FOX FIRE—OVER
or STRAWBOSS—THIS IS FOX FIRE—
SEND YOUR MESSAGE—OVER

This reply tells Strawboss that Foxfire is ready to receive. If more than one station has been addressed, stations reply in alphabetical call sign order.

The collective call is employed to address all stations on the net. Example:

SKIDROW—THIS IS STRAWBOSS—OVER

When necessary to exclude certain units from the collective call, the proword EXEMPT is inserted in the heading:

SKIDROW—EXEMPT ADAM—THIS IS. .etc.

The practice of exemption is particularly useful when a large number of stations are on the net

and all but a few are addressed in the same message. The alternative is literally to call the roll of ships on the net.

An abbreviated call omits the call sign of the station addressed. This practice is normal procedure when communications are not difficult and when the call would be part of an exchange of transmissions. Consider this exchange of messages:

A—THIS IS B—OVER
B—THIS IS A—OVER
A—THIS IS B—PROCEED TO
RENDEZVOUS—OVER
B—THIS IS A—ROGER—OUT

Assuming good communications, the first two transmissions, being only preliminary calls, could be eliminated with no resulting ambiguity.

CLEARING TRAFFIC

With communications established, Strawboss commences clearing traffic. Compare this message in table 8-3 with the basic message format in table 8-2. The short dashes in the center column indicate natural breaks between words and phrases.

On hearing the proword OVER, receiving stations, after checking the message to be sure that it has been received fully and correctly, receipt in alphabetical order by the proword ROGER:

THIS IS FOX FIRE—ROGER—OUT
THIS IS SATAN—ROGER—OUT

No message is considered delivered until a receipt is obtained.

When speed of handling is an important consideration, the transmitting station may direct one station to receipt for a message even though a number of stations are called. Under normal conditions, it can be assumed that if one station on the net receives a message satisfactorily, all stations received it. For greater security, net control may direct one station on the net to receipt for all transmissions.

In the following example, the OTC sends a message using the collective call and directs that only Adam receipt by inserting Adam's call sign in the message:

SKIDROW—THIS IS STRAWBOSS—SEND
BOAT FOR MAIL—ADAM—OVER

Adam receipts for the message in the usual manner.

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Table 8-3. -R/T Transmission

	<u>Transmission</u>	<u>Meaning</u>
H	FOXFIRE-	Call signs of receiving stations. From.
	SATAN-	
	THIS IS	
e	STRAWBOSS-	Call sign of sending station.
	MESSAGE	
a	FOLLOWS-	A message that requires re- cording is about to follow.
	ROUTINE-	Precedence.
	TIME-	Time of origin is _____.
d	ONE TWO ONE SIX	
	FIVE NINE	
	ZULU-	DTG.
i	FROM-	Originator of this message is _____.
	STRAWBOSS-	Call sign of originator.
	TO-	Action addressee is _____.
n	SATAN-	Call sign of action addressee.
	INFO-	Information addressee is _____.
	FOXFIRE-	Call sign of information addressee.
g	GROUPS SEVEN-	Group count.
Separation	BREAK-	Long break.
Text	GO ALONGSIDE	
	FOXFIRE AND	
	EFFECT PERSONNEL	
	TRANSFER-	Thought or idea conveyed by message.
Separation	BREAK-	Long break.
Ending	OVER-	Go ahead; transmit.

REPETITIONS

When parts of a transmitted message are missed or are thought to be incorrect, the receiving station, before receipting, requests a repetition of the parts in question by use of the proword SAY AGAIN. In complying with a request for repetition, the sender identifies the portion being repeated.

In the message from Strawboss, assume that Foxfire missed the words after EFFECT and that Satan missed the word FOXFIRE. Foxfire transmits:

THIS IS FOXFIRE-SAY AGAIN -
ALL AFTER EFFECT-OVER

Satan transmits:

THIS IS SATAN-SAY AGAIN-WORD AFTER
ALONGSIDE-OVER

Strawboss, upon receiving a response from
all stations concerned, transmits-

THIS IS STRAWBOSS-I SAY AGAIN-ALL
AFTER EFFECT-PERSONNEL TRANS-
FER- WORD AFTER ALONGSIDE-
FOXFIRE-OVER

When the doubtful portions of the text are clari-
fied, the stations addressed then receipt for the
message.

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CORRECTIONS

When a sending operator makes an error, he corrects himself by transmitting the proword **CORRECTION**. He follows this by repeating the last word, group, proword, or phrase correctly sent, correcting his error, and then proceeding with the remainder of the message. Example:

ADAM—THIS IS STRAWBOSS—TIME ONE
ZERO ONE TWO ZULU—CONVOY
ROMEO THREE—CORRECTION—
CONVOY SIERRA ROMEO THREE—
SHOULD ARRIVE—ONE SIX THREE
ZERO ZULU—OVER

If the operator does not discover the error until he is some distance beyond it, he may make the correction at the end of the message as follows:

ADAM—THIS IS STRAWBOSS—TIME ZERO
SIX THREE ZERO ZULU—RIG FOR
HEAVY WEATHER—CORRECTION—
TIME ZERO SIX FOUR ZERO ZULU—
OVER

CANCELLATION DURING TRANSMISSION

During the transmission of a message and before the transmission of the ending proword, a message may be canceled by use of the prowords **DISREGARD THIS TRANSMISSION** and **OUT**. A message that has been completely transmitted may be canceled only by another message.

"DO NOT ANSWER" TRANSMISSIONS

When it is imperative that called stations do not answer a transmission, the proword **DO NOT ANSWER** is transmitted immediately following the call. The call and the complete transmission are sent twice. Example:

SKIDROW—THIS IS STRAWBOSS—DO NOT
ANSWER—TIME ONE SIX THREE
ZERO ZULU—BREAK—NOVEMBER
YANKEE DELTA PAPA—I SAY AGAIN—
SKIDROW—THIS IS STRAWBOSS—DO
NOT ANSWER—TIME ONE SIX THREE
ZERO ZULU—BREAK—NOVEMBER
YANKEE DELTA PAPA—OUT

VERIFICATION

A station may request verification of a message any time after receipt by identifying the message and requesting clarification of any doubtful part. For example:

STRAWBOSS—THIS IS ADAM—VERIFY
MESSAGE—TIME ONE ZERO ZERO
EIGHT ZERO ONE ZULU—ALL
BEFORE TEXT—OVER

The drafter verifies the message as prepared and sent, a member of the cryptoboard may check the cryptography (if any), and a verification or correction is transmitted as follows:

ADAM—THIS IS STRAWBOSS—I VERIFY
MESSAGE—TIME ONE ZERO ZERO
EIGHT ZERO ONE ZULU—ALL
BEFORE TEXT—ADAM—THIS IS
STRAWBOSS—PRIORITY—TIME ONE
ZERO ZERO EIGHT ZERO ONE
ZULU—FROM—STRAWBOSS—TO
ADAM—INFO—DITTYBAG—GROUPS
ONE SEVEN—BREAK—OVER

Or, if a request for verification results in a correction, the following transmission is sent:

ADAM—THIS IS STRAWBOSS—CORRECTION
—MESSAGE—TIME ZERO EIGHT FOUR
FIVE ZULU—WORD AFTER PROCEED—
HONG KONG—OVER

In either instance, Adam then transmits:

THIS IS ADAM—ROGER—OUT

READ BACK

The direction **READ BACK** is a form of reverse verification—the sending station directs the receiving station to repeat all or part of the message to ensure transmission accuracy. The proword and identifying data are inserted in the message immediately after the call. Thus:

ADAM—THIS IS STRAWBOSS—READ
BACK TEXT—TIME—etc.

Adam replies:

THIS IS ADAM—I READ BACK TEXT—
CONVOY... etc.

NAVAL COMMUNICATIONS

If the readback is correct, the sender transmits:

THIS IS STRAWBOSS—THAT IS CORRECT
—OUT

When READ BACK is sent, the proword ROGER is not needed to indicate receipt of the message.

If a message is repeated back incorrectly, it is corrected by use of the proword WRONG followed by the proper version. In the foregoing example, assume that Adam read back as follows:

THIS IS ADAM—I READ BACK TEXT—
CONVOY DELAYED TWO ONE
HOURS—OVER

Strawboss corrects Adam by transmitting:

THIS IS STRAWBOSS—WRONG—CONVOY
DELAYED ONE TWO HOURS—OVER

Adam then reads back the correct version and Strawboss ends the exchange of transmissions with:

THIS IS STRAWBOSS—THAT IS CORRECT
—OUT

EXECUTIVE SIGNALS

The OTC uses the executive method of signaling to execute tactical signals in which two or more units are to take action simultaneously. The abbreviated plaindress form is employed almost exclusively for these messages.

Executive messages contain the proword EXECUTE TO FOLLOW or IMMEDIATE EXECUTE, as applicable, immediately following the call. The signal to carry out the purport of the message is the proword EXECUTE. It may be sent shortly after transmission of the message (normal executive method), later (delayed executive method), or, in case of urgency, as a part of the final instructions of the message itself (immediate executive method). In any event, a warning STANDBY precedes the proword EXECUTE. In our first example the OTC sends a message to the task group by the normal executive method.

SKIDROW—THIS IS STRAWBOSS—EXECUTE
TO FOLLOW—BREAK—CORPEN THREE
FIVE SEVEN—OVER

In alphabetical order, all ships reply ROGER—OUT. When Strawboss is ready to execute and desires a receipt from a single station, he sends the executive signal and indicates that he wishes to answer:

SKIDROW—THIS IS STRAWBOSS—STAND BY
—EXECUTE—BREAK—ADAM—OVER

Adam replies:

THIS IS ADAM—ROGER—OUT

A delayed executive message is handled in exactly the same way as a normal executive message except that the text of the message is repeated just before STANDBY—EXECUTE is given. Assume that the foregoing message is sent by the delayed executive method. The message is transmitted and all stations receipt for it as before. The OTC is not ready to execute until several minutes have elapsed. When ready, he sends:

SKIDROW—THIS IS STRAWBOSS—CORPEN
THREE FIVE SEVEN—STAND BY—
EXECUTE—BREAK—ADAM—OVER

Adam again receipts for all stations on the net.

In the immediate executive method the text of the message is transmitted twice, the two texts separated by I SAY AGAIN. The warning proword IMMEDIATE EXECUTE is used in the message instructions instead of EXECUTE TO FOLLOW. The executive signal itself is contained in the final instructions of the message:

SKIDROW—THIS IS STRAWBOSS—IMMEDIATE
EXECUTE—BREAK—TURN NINE—I SAY
AGAIN—TURN NINE—STAND BY—EXE-
CUTE—BREAK—SATAN—OVER

The immediate executive message utilizes only one transmission, and it does not allow stations to obtain verifications, repetitions, acknowledgments, and cancellations before the message is executed. Its use is confined to cases of urgency.

ACKNOWLEDGMENTS

It is the prerogative of an originator to request an acknowledgment to a message from any or all addressees of that message. Acknowledgments are originated only by the

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stations to which the request for acknowledgement is made.

An acknowledgement is a reply from an addressee indicating that he received a certain message, understands it, and can comply with it. Only the commanding officer or his authorized representative may authorize an acknowledgement.

The request for an acknowledgement is the word ACKNOWLEDGE (which is not a proword) as the final word of the text. The reply is the proword WILCO. If the commanding officer can acknowledge at once, the operator receipts for the message with WILCO. If the acknowledgement cannot be returned at the moment, the operator receipts for the message with ROGER, and WILCO is sent later. The return transmission to a request for an acknowledgement is either ROGER or WILCO. The meaning of ROGER is contained in WILCO, and the two prowords are never used in the same transmission.

In the following example the OTC sends a tactical signal. He desires acknowledgement from two ships:

SKIDROW—THIS IS STRAWBOSS—EXECUTE TO FOLLOW—BREAK—TANGO BRAVO—TACK—ONE FIVE—TACK—ZERO ZERO ZERO—TACK—ONE TWO—FOXFIRE—DITTYBAG—ACKNOWLEDGE—OVER

The commanding officer of Foxfire wishes to consider the message before acknowledging. His operator transmits:

THIS IS FOXFIRE—ROGER—OUT

The commanding officer of Dittybag heard the message, understands it, and is able to comply. He directs his operator to acknowledge:

THIS IS DITTYBAG—WILCO—OUT

When the commanding officer of Foxfire is ready to acknowledge, he sends:

STRAWBOSS—THIS IS FOXFIRE—WILCO YOUR LAST TRANSMISSION—OUT

RELAY TO

The proword RELAY TO, followed by an addressee, directs the station called to relay the message to the station indicated. When more

than one station is called the call sign of the station to relay precedes the proword. Example:

DITTYBAG—SATAN—THIS IS STRAWBOSS—SATAN RELAY TO FOXFIRE—MESSAGE FOLLOWS—ROUTINE—TIME ZERO ONE TWO TWO ZULU—FROM—STRAWBOSS—TO—FOXFIRE—INFO—DITTYBAG—SATAN—BREAK—PROCEED ON MISSION ASSIGNED—OVER

Satan receipts and relays as instructed:

FOXFIRE—THIS IS SATAN—MESSAGE FOLLOWS—ROUTINE—TIME ZERO ONE TWO TWO ZULU—FROM—STRAWBOSS—TO—FOXFIRE—INFO—DITTYBAG—SATAN—BREAK—PROCEED ON MISSION ASSIGNED—OVER

The proword RELAY used alone indicates that the station called is to relay the message to all addressees.

Occasionally it is necessary to relay by some other means of communication a message received on an R/T circuit. When this happens, it is the responsibility of the relaying station to place the message in the proper form for the means of communication to be utilized.

AUTHENTICATION

Authentication is a security measure designed to protect a communication system against fraudulent transmissions.

Whenever an authentication system is promulgated, accompanying instructions specify the method of use and transmission procedures, which vary slightly with the form of authentication and the means of communication employed.

Briefly, authentication involves the insertion by the originator at a specified point in a message of an identifying letter, numeral, or group of letters and numerals to attest to the authenticity of the message. In R/T procedure, there may be both net and station authenticators.

RADIO CHECK

The words RADIO CHECK comprise a query by a sending station regarding its signal strength and readability. If the called station is receiving with no difficulty (loud and clear), it simply transmits the proword ROGER. This procedure

is a normal preoperational radio check. Otherwise, strength of signals and readability are not exchanged unless one station cannot hear another station clearly. In other words, a station is understood to have good readability unless notified to the contrary.

Reports of reception are short and concise, and utilize a combination of only the following forms:

<u>Signal strength</u>	<u>Meaning</u>
LOUD*	Your signal is strong; interference will not bother my copying.
GOOD	Your signal is good.
WEAK	I can hear you only with difficulty.
VERY WEAK	I can hear you only with great difficulty.
<u>Readability</u>	
CLEAR*	Excellent quality.
READABLE	Quality good—no difficulty reading you.
DISTORTED WITH INTER-FERENCE	Have trouble reading you. Have trouble reading you due to interference.

*When combined, reported as ROGER.

Strawboss desires a radio check with all stations on the net and transmits:

SKIDROW—THIS IS STRAWBOSS—RADIO CHECK—OVER

The replies of each station, in alphabetical order, might be as follows:

THIS IS ADAM—ROGER—OVER
 THIS IS DITTYBAG—WEAK BUT READABLE—OVER
 THIS IS FOXFIRE—ROGER—OVER
 THIS IS SATAN—WEAK WITH INTER-FERENCE—OVER

Strawboss, in turn, indicates his reception of each of the called stations, perhaps as follows:

THIS IS STRAWBOSS—ROGER (loud and clear from Adam and Dittybag)—

FOXFIRE LOUD AND DISTORTED—
 SATAN NOTHING HEARD—OUT

OPENING THE NET

The procedures described here are for use either when opening a net for the first time or when reopening a net that has been secured temporarily. The distinction between types of nets is discussed in chapter 2.

Free Net

Strawboss opens a free net by transmitting the usual:

SKIDROW—THIS IS STRAWBOSS—OVER

After the transmission, all stations answer in alphabetical order. Strawboss then sends:

SKIDROW—THIS IS STRAWBOSS—OUT

Strawboss' message informs all stations that their transmissions were heard and that he has no traffic for them at the time.

If for some reason a station does not reply to the collective call within about 5 seconds, the next station answers in proper order. The delinquent station then answers last; if possible. If the station concerned is having some difficulty that prevents it from answering the call at all, it reports in to the net as soon as possible by sending:

STRAWBOSS—THIS IS SATAN—REPORTING IN TO NET—OVER

Directed Net

When all communications over the net are to be controlled by the net control station, Strawboss calls member stations and announces that the net is directed. In the same transmission, he requests information on the status of any messages outstanding. Example:

SKIDROW—THIS IS STRAWBOSS—THIS IS A DIRECTED NET—OF WHAT PRECEDENCE—AND FOR WHOM—ARE YOUR MESSAGES—OVER

Each subordinate station then answers in order, indicating traffic on hand:

STRAWBOSS—THIS IS ADAM—I HAVE ONE IMMEDIATE AND ONE ROUTINE FOR YOU—OVER
 STRAWBOSS—THIS IS DITTYBAG—NO TRAFFIC—OVER

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STRAWBOSS—THIS IS FOXFIRE—I HAVE
ONE PRIORITY FOR DITTYBAG—OVER
STRAWBOSS—THIS IS SATAN—NO
TRAFFIC—OVER

Strawboss ROGERS for the transmissions
and commences to clear traffic in order of
precedence:

SKIDROW—THIS IS STRAWBOSS—ROGER—
ADAM—SEND YOUR IMMEDIATE—OVER

When Adam has sent and obtained a receipt
for his transmission, net control gives Foxfire
permission to send the next highest precedence
(Priority) message.

After initial traffic is cleared, stations hav-
ing messages to transmit first obtain permis-
sion from net control. Example:

STRAWBOSS—THIS IS SATAN—I HAVE ONE
ROUTINE FOR ADAM—OVER

Strawboss replies:

THIS IS STRAWBOSS—SEND YOUR
MESSAGE—OUT

If higher precedence traffic is awaiting trans-
mission, Strawboss sends:

THIS IS STRAWBOSS—WAIT—OUT

Permission to transmit is delayed until traffic
conditions permit.

After Strawboss transmits to Satan SEND
YOUR MESSAGE, Adam, to eliminate the need
for Satan making another preliminary call, may
transmit (for Satan's benefit):

THIS IS ADAM—OVER

Adam's transmission indicates that he is ready
to receive the message.