TABLE OF ARTICLES(Continued)

TABLE OF ARTICLES(Continued)

CHAPTER NINE

GENERAL OPERATING PROCEDURES

9000. FORMS OF MESSAGES

9001. BASIC FORMS

.1 A message may be drawn up in one of the following forms:

(a) Naval form.

(1) PLAINDRESS.

(2) ABBREVIATED PLAINDRESS.

(3) CODRESS.

(b) Commercial form.

(1) International.

(2) Domestic telegraph.

9002. PLAINDRESS

.1 A PLAINDRESS message is one in which the originator and addressee designations are indicated externally of the text.

.2 Unless the call serves as the address, a PLAINDRESS message contains all the components shown in the basic message format, except that the prefix may be omitted. (See Article 9021).

.3 A PLAINDRESS message always must include the following elements:

(a) Precedence.

(b) Date-time group.

.4 The group count designation always will be included when the accounting symbol is employed. (See Articles 9041, 9042; Reference: Chapter 2, DNC 26).

9003. ABBREVIATED PLAINDRESS

.1 Operational requirements for speed of handling may require abbreviation of PLAINDRESS message headings. In such a case, any or all of the following may be omitted.

(a) Precedence.

(b) Date.

(c) Date-time group.

(d) Group count.

9004. CODRESS

.1 A message in CODRESS form is an encrypted message in which the designations of the originator and addressees and additional passing instructions, if necessary, are included in the encrypted text.

.2 All components of the basic message format shown in Article 9021 are employed for a CODRESS message, except the address component of the

9004.2 (Continued)

message heading (Format lines 6-9).

.3 In order to reduce the workload on cryptoboards and yet obtain almost the degree of security of address provided by codress, the message may be placed in plaindress form using an indefinite call sign for the originator and a collective or general call sign (such as "any or all destroyers," "any or all ships copying this broadcast," etc.) for the action addressee. The actual designations of the originator and addressees are included in the encrypted text.

9010. SUPERVISORY WIRES, PROCEDURE MESSAGES AND SERVICE MESSAGES

9011. GENERAL

.1 Supervisory wires, procedure messages and service messages are short, concise messages between communication personnel for the purpose of expediting the handling of message traffic.

.2 For communication personnel, supervisory wires, procedure messages and service messages have the force of official communications and shall be accorded prompt attention. If action cannot be completed within reasonable time, notification shall normally be made to the requesting station.

.3 Prosigns and operating signals will be used to the maximum extent possible.

9012. SUPERVISORY WIRE

.1 Supervisory wires are messages used to correct traffic handling errors and may be addressed to any station within a specific net. They normally do not contain a precedence. However, when employed as message pilots, they will indicate the precedences of the messages with which they are associated.

9013. PROCEDURE MESSAGE

.1 Procedure messages are messages used to obtain and provide corrections, verifications and/or repetitions. The text of a procedure message contains only prosigns, operating signals, address designations, identification of messages, parts of messages and amplifying data as necessary. It may contain any of the components shown in the basic message format, except that:

(a) The break is used only if a date-time group is assigned.

(b) The date-time group is to be employed only when it is necessary to indicate the time at which the message was originated or when it is considered that further references may be made to the message.

.2 Procedure messages are assigned appropriate precedence.

.3 Procedure messages may also be used as regular messages when prescribed by the originator.

9014. SERVICE MESSAGE (SVC)

.1 Service messages are messages pertaining to any phase of traffic handling, communication facilities, or circuit conditions. Generally, they concern messages originated at, destined to, or refiled by the station.

.2 Service messages are prepared and transmitted as regular messages.

.3 Plain language service messages are identified by one or more of the following:

(a) Reference to another service message.

(b) The abbreviation SVC in the prefix.

(c) An address to a specific communication center.

.4 Encrypted service messages will always carry a numerical group count and will be identified as service messages only within the encrypted text.

9020. COMPONENTS OF MESSAGES

9021. BASIC MESSAGE FORMAT

.1 A message will contain such components and elements of the basic message format as required by the particular means of communication employed.

.2 In the following diagram, it should be noted that every element is indicated in the order of appearance in the message, but the contents of the various elements are not necessarily indicated as they will appear. (Diagram on following page).

PARTS	COMPONENTS	ELEMENTS	FORMAT LINE	CONTENTS
		Handling Instructions	1	(See ACP 127 P1-13).
HEADING	Procedure	Call	2,3	Station(s) called (Prosign XMT, exempted calls). Prosign DE and station calling.
		Transmission identification		Station serial number.
		Transmission instructions	4	Prosign T; G; F; L; Operating signals; Call signs; Address groups, plain language. (Routing Indicators*).
HEADING	Preamble	Precedence: date-time group; message instructions	5	Precedence prosign; date and time expressed in digits, and zone suffix; operating signals and prosign IX.
	Address	Originator's sign; originator	6	Prosign FM; Originator's designation. (Address group, call sign, plain language).
		Action addressee sign; action addressee	7	Prosign TO; (routing indicator*) action addressee designation. (Address groups, call signs, plain language).
HEADING		Information addressee sign; information addressee	8	Prosign INFO; (routing indicator*) information addressee designation. (Address groups, call signs, plain language).
		Exempted addressee sign; exempted addressee	9	Prosign XMT; exempted addressee designation. (Address Groups, call signs, plain language).
	Prefix	Accounting information; group count; SVC	10	Accounting symbol; group count; SVC.
BREAK			11	Prosign BT
TEXT	Text	Subject Matter	12	Internal instructions; basic idea of the originator
BREAK			13	Prosign BT
ENDING	Procedure	Time Group	14	Hours and minutes expressed in digits and zone suffix, when appropriate.
		Final instructions	15	Prosigns B; AS; C; Operating Signals
		Ending sign	16	Prosign K; AR

*May be used only as prescribed in Article 13122.

9030. PROCEDURE AND PREAMBLE COMPONENTS OF MESSAGES

9031. HANDLING INSTRUCTIONS

.1 This element is used only in tape relay procedure.

9032. CALL

.1 This element will contain, as required, the call signs of the stations called, the prosign XMT, exempted call signs, the prosign DE and the call sign of the calling station.

9033. TRANSMISSION IDENTIFICATION

.1 Transmission identification is a number assigned by operating personnel to a message to facilitate its identification and handling while it is in transit.

.2 Transmission identification is employed only on fixed station circuits, broadcast schedules and ship-shore circuits. It is not used in ship-to-ship communications and harbor nets. It is not used when indefinite call signs or encrypted call signs are included in the message heading.

.3 In radiotelegraph, the transmission identification is called the station serial number. In tape relay it is called the channel number.

9034. STATION SERIAL NUMBER

.1 Ship-shore. A station serial number is assigned consecutively to each outgoing message on a given circuit to a given station. A new set of station serial numbers is begun at ØØØØZ each day.

.2 Broadcast. A station serial number is assigned to each message broadcast. The numbers run consecutively for a month.

.3 Fixed station nets. The controlling station will prescribe whether transmission identification will be used. When used, each station will assign a consecutive serial number to each outgoing message without regard to the station to which the message is transmitted. A new set of station serial numbers is begun at ØØØØZ each day.

9035. CHANNEL NUMBER

.1 See Article 13104.2.

9036. TRANSMISSION INSTRUCTIONS

.1 Transmission instructions consist of prosigns, address designations and operating signals concerning the routing, relaying and delivery of a message.

.2 When not in direct communication with all addressees, transmission instructions must be used except as stated below.

.3 Transmission instructions are not required when the transmission will be handled entirely by NTX, and routing indicators are assigned to all addressees.

.4 Transmission instructions are not required when the station called has fixed responsibility for delivery to the addressees concerned.

.5 Transmission instructions are not required when passing instructions are contained in the text.

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9037. PRECEDENCE

.1 Precedence is indicated by the appropriate prosign. Article 7064 contains a discussion of precedence. For emphasis, the action required of operators is repeated here:

(a) FLASH messages will be hand carried, processed, transmitted and delivered in the order received and ahead of all other messages. Messages of lower precedence will be interrupted on all circuits involved until handling of the FLASH message is completed.

(b) EMERGENCY messages are processed, transmitted and delivered in the order received and ahead of all messages of lower precedence, even to the extent of interrupting the processing and transmission of lower precedence messages already in progress.

(c) OPERATIONAL IMMEDIATE messages are processed, transmitted and delivered in the order received and ahead of all messages of lower precedence, even to the extent of interrupting the processing and transmission of lower precedence messages already in progress.

(d) PRIORITY messages are processed, transmitted and delivered in the order received and ahead of all messages of lower precedence. ROUTINE messages being transmitted should not be interrupted unless they are exceptionally long.

(e) ROUTINE messages are processed, transmitted and delivered in the order received and after all messages of higher precedence.

(f) DEFERRED messages are processed and transmitted in such order as will clear traffic with due regard for messages of a higher precedence.

.2 When a message is assigned dual precedence the prosign of the higher precedence,(for action addressees) is indicated first, followed by the separative sign and the prosign of the lower precedence (for information addressees).

9038. TIME OF ORIGIN

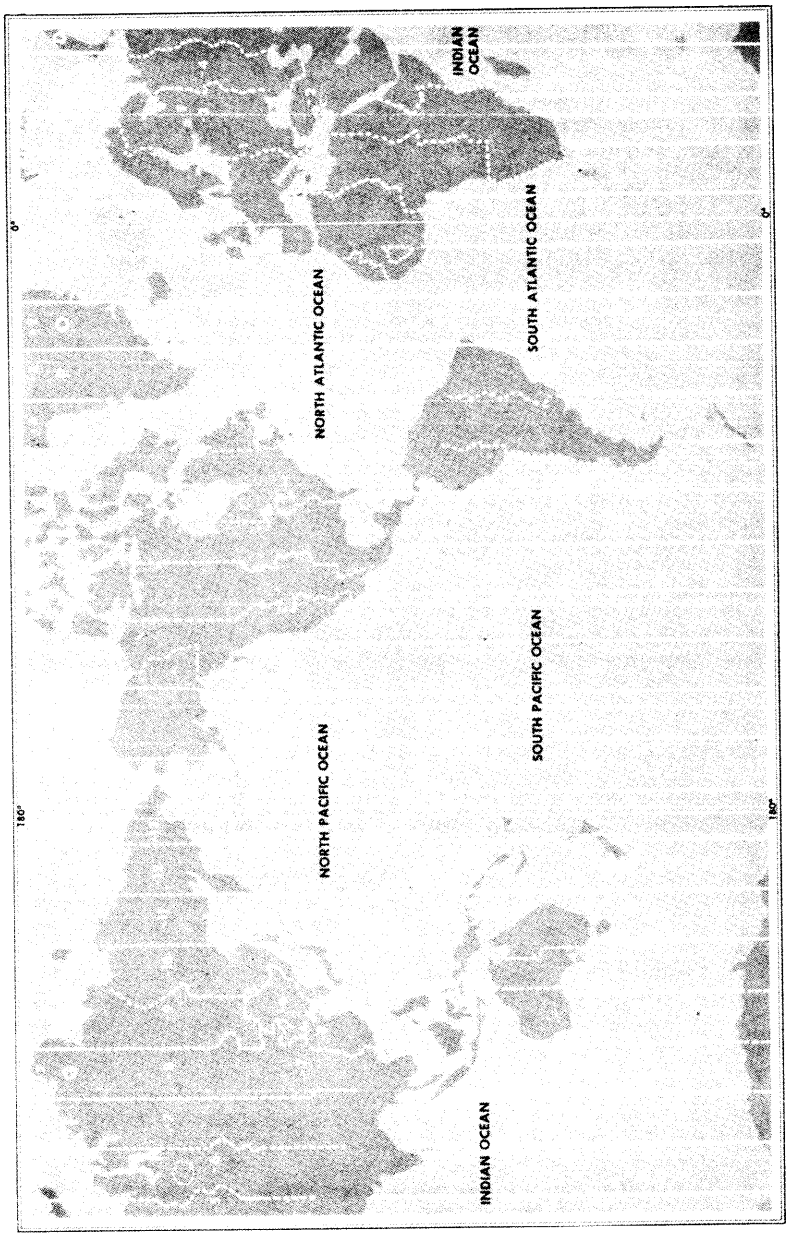
.1 Greenwich Mean Time (GMT - ZULU Time) normally will be employed to indicate the time of origin of naval communications.

TABLE OF TIME ZONES

Zone Description						Designation Letter					
$7\frac{1}{2}$W to $7\frac{1}{2}$E			$97\frac{1}{2}$E to $112\frac{1}{2}$E			$7\frac{1}{2}$W to $22\frac{1}{2}$W			$97\frac{1}{2}$W to $112\frac{1}{2}$W		
Ø			-7		G	Z		N	/7		T
$7\frac{1}{2}$E to $22\frac{1}{2}$E	-1	A	$112\frac{1}{2}$E to $127\frac{1}{2}$E	-8	H	$22\frac{1}{2}$W to $37\frac{1}{2}$W	/1	O	$112\frac{1}{2}$W to $127\frac{1}{2}$W	/8	U
$22\frac{1}{2}$E to $37\frac{1}{2}$E	-2	B	$127\frac{1}{2}$E to $142\frac{1}{2}$E	-9	I	$37\frac{1}{2}$W to $52\frac{1}{2}$W	/2	P	$127\frac{1}{2}$W to $142\frac{1}{2}$W	/9	V
$37\frac{1}{2}$E to $52\frac{1}{2}$E	-3	C	$142\frac{1}{2}$E to $157\frac{1}{2}$E	-1Ø	K	$52\frac{1}{2}$W to $67\frac{1}{2}$W	/3	Q	$142\frac{1}{2}$W to $157\frac{1}{2}$W	/1Ø	W
$52\frac{1}{2}$E to $67\frac{1}{2}$E	-4	D	$157\frac{1}{2}$E to $172\frac{1}{2}$E	-11	L	$67\frac{1}{2}$W to $82\frac{1}{2}$W	/4	R	$157\frac{1}{2}$W to $172\frac{1}{2}$W	/11	X
$67\frac{1}{2}$E to $82\frac{1}{2}$E	-5	E	$172\frac{1}{2}$E to 180	-12	M	$82\frac{1}{2}$W to $97\frac{1}{2}$W	/5	S	$172\frac{1}{2}$W to 180	/12	Y
$82\frac{1}{2}$E to $97\frac{1}{2}$E	-6	F									

NOTE: Letter N is also used to designate zone -13; this is to provide for a ship in zone -12 keeping Daylight Saving Time.

TIME ZONE CHART



NOTE: Zone boundaries sometimes deviate slightly to accommodate national boundaries, etc. For time midway between zones, use both letters.

9038. (Continued)

.2 The date-time group is expressed as six digits and a zone suffix. The first pair of digits denotes the date, the second pair the hours, and the third pair the minutes. In abbreviated form the first two digits, denoting the date, may be omitted if not required. The first to the ninth day of the month are represented by Ø1 to Ø9 respectively.

.3 An ABBREVIATED PLAINDRESS message may carry no date-time group or the DTG may be replaced by a time group transmitted after the precedence designation or before the final instructions.

.4 The use of date and time in commercial messages is contained in Articles 312 and 313 of DNC 26.

9039. MESSAGE INSTRUCTIONS

.1 The message instructions contain any operating signals which pertain to the message itself, and which must be transmitted to all addressees.

9040. PREFIX, TEXT AND ENDING

9041. ACCOUNTING SYMBOLS

.1 Messages which are forwarded over commercial means incur commercial charges. In order to provide a means of determining the agency responsible for such charges, accounting symbols are employed in message heading. These accounting symbols are a combination of letters used to indicate the agency, service or activity which assumes financial responsibility for the message.

.2 The Navy employs accounting symbols as follows:

(a) NAVY for messages in joint form to the Army, Air Force or other Government agencies which involve refile with U.S. commercial communication carriers.

(b) GOVT NAVY for messages in commercial form which involve refile with U.S. commercial communication carriers.

(c) U.S. GOVT NAVY for messages in commercial form which involve refile with foreign commercial communication carriers.

.3 The service, agency or other government activity originating a message is accountable for any commercial charges incurred in handling the message. Therefore, the appropriate accounting information shall be indicated on the message by the originator except in the event that the required accounting symbol, "Navy" or "Govt Navy", is not indicated on a message received for onward transmission via the Naval Communication System. In this case, such accounting information will be indicated by the initial station accepting the message for introduction into the Naval Communication System.

.4 The appropriate accounting symbol will be indicated on any message which is transferred to a commercial communication carrier. Messages between the services, or those handled for other Government agencies, will also indicate the appropriate accounting symbol. (See DNC 26).

9042. GROUP COUNT

.1 The group count involves only those groups appearing in the text. Each sequence group of characters uninterrupted by a space is counted as one group.

.2 Punctuation and symbols are not counted unless spelled out or abbreviated. The letter X when used in lieu of punctuation is counted as one group.

9042.2 (Continued)

EXAMPLES:

	Group Count		Group Count
BRAY HYPHEN CORBIE	3	CG	1
BRAY-CORBIE	1	125-3/4-55-X56	1
NEWYORK	1	35 DASH 567P	3
XFUYQ	1	MR C D ADAMS	4
LCNYR NKLYP JVRNW	3	BF6 321845Z	2
/FRANCE/	1	21 POINT 6	3
PAREN FRANCE PAREN	3	21.6	1
125/3	1	(CHICAGO ILLINOIS)	2

.3 Proper names of countries, cities or streets consisting of two or more separate words normally should be written and counted as one group, such as SANSALVADOR, SANDIEGO, SALTLAKECITY. When written separately they will be transmitted and counted as separate groups, such as FIFTH AVENUE.

.4 The following text is counted as 20 groups:

SHIPMENT BRAY HYPHEN CORBIE SHOULD HAVE BEEN MARKED BRAY-CORBIE. FUTURE SHIPMENTS FOR PAREN FRANCE PAREN SHOULD BE MARKED /FRANCE/ PERIOD

.5 Commercial group count is described in Chapter 2 of DNC 26.

9043. TRANSMISSION OF PUNCTUATION

.1 Article 7076 encourages drafters to use the letter X for punctuation. When the drafter uses other punctuation, communication personnel will not change it to X.

.2 Punctuation will be processed and transmitted exactly as drafted, provided the means of communication and the cryptosystem permit. When this cannot be done, communication personnel will substitute the authorized abbreviation, if there is one, or spell out the punctuation.

.3 Even though the separative sign II is written as - it will not be used in transmissions to represent a hypen or dash.

.4 Punctuation equivalents.

Symbol	Name	Abbreviation	Morse
* :	Colon	CLN	---•••
* ,	Comma	CMM	--••--
-	Hyphen		-••••-
	Paragraph	PARA	
(or)	Parenthesis	PAREN	-•--•-
.	Period	PD	•-•-•-
* ?	Question mark	QUES	••--••
* ""	Quotation marks	QUOTE UNQUOTE	•-••-•
/	Slant sign, virgule	SLANT	-••-•
;	Semicolon		
&	Ampersand	AND	
* '	Apostrophe		•----•

* These are international signs, and may be used in Naval Communications only in relaying messages in which they already appear.

9044. ENDINGS OF MESSAGES

.1 The message ending may contain the time group (abbreviated plaindress only); the prosigns B, C, CFN, AS; operating signals; address designations as required; the prosigns K or AR as appropriate.

9045. DESIGNATING SELECTED STATIONS TO RECEIPT

.1 When in direct communications and a number of stations are called, the time required for receipting should be reduced by requiring less than all of the stations to receipt for the message. The call signs of these stations are placed in the message ending immediately preceding the prosign K. These stations receipt for the message in normal fashion. The remaining stations do not receipt.

.2 Although only the designated stations receipt, any station may request repetitions, verifications, etc. in the usual manner.

.3 This procedure may be used in any direct communication means. It is particularly useful in tactical voice nets.

9050. LONG MESSAGES

9051. TRANSMISSION SECTIONS

.1 Any lengthy message the transmission of which in its entirety would unduly monopolize circuit time, and every message which exceeds 900 groups, 90 lines of typewritten text or five teletypewriter pages, shall be divided into sections for transmission.

.2 In applying this rule, a group is one complete word or encrypted group; lines are identified as textual lines as they appear on the original message form or in the encrypted version submitted to the communication center; pages are identified as 10 textual lines for the first page and 20 for each succeeding page with the exception that the last page may contain less.

.3 Transmission sections are not to be confused with encryption parts as employed in encrypted messages.

.4 Messages to be forwarded in transmission sections will be divided as follows:

(a) At a convenient point, but not beyond the maximum number of groups or lines prescribed, separate the text at the end of a sentence or encrypted group.

(b) Unencrypted Messages. Prior to the text, insert in plain language: SECTION___OF___. Each additional transmission section will be preceded by an identical message heading except that it will contain a different station serial number and group count (if employed) for the particular transmission section; in the text, insert in plain language SECTION___OF___. Repeat the process as required. The final transmission section is identified FINAL SECTION OF___.

(c) Encrypted Messages will be divided at the end of a cryptopart. A transmission section may contain more than one cryptopart. The same process as outlined for unencrypted messages is applicable so that the transmission would appear: SECTION___OF PART___OF___, and the final section would read FINAL SECTION OF PART___OF___or FINAL SECTION OF___FINAL PART OF___where the final cryptopart starts concurrently.

(d) The section number inserted at the beginning of the text will differ for each transmission section. The first transmission of a message

9051.4(d) (Continued)

separated into three sections would appear: SECTION ONE OF THREE.

.5 Transmission of multiple page messages over teletypewriter circuits is discussed in Article 13012.

.6 Tape relay procedure for processing transmission sections is outlined in Article 13133.

9060. DUPLICATE MESSAGES

9061. INTENTIONAL DUPLICATION OF MESSAGES

.1 On occasion it may be necessary to send an exact duplicate of a message previously transmitted. In such cases the operating signal ZFG, meaning THIS MESSAGE IS AN EXACT DUPLICATE OF A MESSAGE PREVIOUSLY TRANSMITTED, must be placed in the message instructions.

9062. SUSPECTED DUPLICATE MESSAGES

.1 When a tributary station of the tape relay network receives a duplicate transmission of a message, and the message bears no indication that it is a suspected duplicate, the tributary station should notify the relay station serving it by means of a numbered service message. This is especially important in the case of multiple address messages because it indicates a possibility of non-delivery to one of the addressees.

(a) The relay station will ensure that all relays for which it is responsible have been made. If the message was received twice, the relay station will use a service message bearing a channel number to notify the tributary or relay station that made the duplicate transmission. That station will then determine whether all relays for which it is responsible have been made.

(b) When a relay station detects the reception of a duplicate transmission of a message it will release the second one as a suspected duplicate. By means of a service message bearing a channel number, the tributary or relay station that made the duplicate transmission will be notified. That station will then determine whether all relays for which it is responsible have been made.

Note: Under either of the two foregoing conditions, no action is required by the station which made the first duplicate transmission provided all relays have been made and the messages, in fact, are exact duplicates.

.2 Tape relay procedure for handling suspected duplicate messages is set forth in Article 13146.

9070. COMMON PROCEDURES

9071. GENERAL

.1 The remainder of this chapter prescribes procedures which are common within the U.S. Navy to all means of rapid communication unless otherwise specified.

9072. OPERATING PRECAUTIONS

.1 Attainment of reliability, speed and security depends, to a large extent, on the operator. It is essential that he be well trained, maintain circuit discipline and thoroughly understand his responsibilities.

(a) In tape relay procedure, care with which receiving operators scrutinize and handle incoming tapes, in a large measure, determines the overall speed of traffic handling.

(b) When garbles or mutilations are recognized and corrected before onward transmission, it permits immediate recognition and correction of equipment irregularities and prevents subsequent delays.

.2 Adherence to prescribed procedure is mandatory. Departures or variations in prescribed procedure invariably create confusion, reduce reliability and speed and tend to nullify security precautions.

.3 Unnecessary transmissions must be suppressed by active and continuous supervision.

.4 No transmission shall be made unless authorized by proper authority.

.5 Radio operators must listen through for a clear circuit before transmitting.

.6 Specific malpractices which endanger communication security are set forth in Article 5315.

9073. ACCURACY IN TRANSMISSION

.1 Operators shall transmit messages exactly as written. Abbreviations shall not be substituted for plain language, or plain language substituted for abbreviations.

.2 When employing manual means, each character shall be transmitted clearly and distinctly. Speed of transmission shall be governed by the prevailing conditions and the capabilities of the receiving operator.

.3 Accuracy in transmission is far more important than speed. The difference in time required to send a message at one speed and that required to transmit it five words per minute faster is slight. Even this slight gain in time may be nullified by any added time required for repetitions.

(a) The speed at which the receiving operator can copy without having to obtain repetitions is the speed at which the transmitting operator will transmit. When transmitting to more than one station, the governing speed of the transmitting operator is that of the slowest receiving operator.

(b) The speed of transmission of heading on manually-operated circuits should be slower than the speed of transmission of texts.

9074. INTERNATIONAL MORSE CODE

.1 All naval telecommunications except semaphore, teletypewriter and radiotelephone, employ the use of the INTERNATIONAL MORSE CODE. The characters used are:

(a) Letters -

A •-	H ••••	O ---	U ••-
B -•••	I ••	P •--•	V •••-
C -•-•	J •---	Q --•-	W •--
D -••	K -•-	R •-•	X -••-
E •	L •-••	S •••	Y -•--
F ••-•	M --	T -	Z --••
G --•	N -•		

(b) Figures -

1 •----	4 ••••-	7 --•••	9 ----•
2 ••---	5 •••••	8 ---••	Ø -----
3 •••--	6 -••••		

.2 Special characters authorized for use in connection with prosigns are:

$\overline{AA}$ - Unknown station	•-•-
$\overline{AR}$ - End of transmission	•-•-•
$\overline{AS}$ - Wait	•-•••
$\overline{BT}$ - Long break	-•••-
$\overline{HM}$ - Emergency silence	••••-- (3 times)
$\overline{IMI}$- Repeat	••--••
$\overline{INT}$- Interrogative	••--•-
$\overline{IX}$ - Execute to follow	••-••-
$\overline{IX}$ (5-second dash) - Executive Signal	••-••- (5-second dash)

.3 Special abbreviations in visual procedure:

$\overline{OL}$ - Show steady light --- •-••
$\overline{PT}$ - Call signs follow •--•-

9075. FORMATION OF CHARACTERS IN MORSE CODE

.1 Characters used in Morse code are formed in the following units of duration:

(a) DOT is used as the unit of duration.

(b) DASH is equal to three units.

(c) An element is either a DOT or a DASH.

(d) The space between elements is one unit.

(e) The space between characters is three units.

(f) The space between groups is seven units.

9080. OPERATING SIGNALS & PROSIGNS

9081. OPERATING SIGNALS ("Z" AND "Q")

.1 Operating signals are a concise code designed primarily for use by communication personnel in exchanging information incident to the handling of messages or in establishing communications. They are employed in the heading or ending of messages. They are also used in procedure messages and other forms of messages between communication personnel.

.2 Operating signals possess no security and therefore they must be regarded as the equivalent of plain language.

.3 The "Z" signals are designed to cover military requirements and should be used whenever necessary in military communications. "Q" signals may be used in military communications where no suitable "Z" signal exists. "Q" signals only may be used in non-military communications.

.4 Meanings of "Z" and "Q" operating signals may be amplified or completed by the addition of appropriate call signs, time groups, complementary groups, etc. Call signs used to complement an operating signal normally follow the signal, but under certain conditions, such as clarity or to effect separation, they may be placed ahead of the operating signal. Plain language is prohibited except when no other method is provided to complete the meaning.

.5 When desired, an operating signal may be given an interrogative sense:

(a) When communicating with military stations: by inserting the prosign INT before the "Z" and "Q" signal.

(b) When communicating with non-military stations: by inserting the prosign IMI after the "Q" signals and data used with it.

.6 Operating signals should not normally be used in radiotelephone procedure. Instead, the operating information will be conveyed by concise phrases. When it is necessary to relay operating signals over voice circuits, they are transmitted by their phonetic equivalents.

9082. PROSIGNS AND PROWORDS

.1 Prosigns are procedure signs consisting of one or more letters or characters or combinations thereof. They are used to facilitate rapid communication by conveying in condensed standard form certain frequently used orders, instructions, requests, reports and information related to communications.

.2 Prowords are word equivalents of prosigns, for use in radiotelephone procedure. (See Article 11011).

.3 Operating personnel shall not under any circumstances substitute prosigns, prowords or combinations thereof for the textual component of a message received for transmission without the consent and approval of the originator.

9083. LIST OF PROSIGNS AND PROWORDS

.1 The following authorized list of prosigns and prowords may be used as prescribed. (A bar over a prosign indicates that the prosign is to be transmitted as a single character-that is, without pause between

9083.1 LIST OF PROSIGNS AND PROWORDS(Cont)

PROSIGN	MEANING	PROWORD
$\overline{AA}$	Unknown station	UNKNOWN STATION
AA	All after	ALL AFTER
AB	All before	ALL BEFORE
$\overline{AR}$	End of transmission, no receipt required	OUT
$\overline{AS}$	I must pause for a few seconds	WAIT
$\overline{AS}$ $\overline{AR}$	I must pause longer than a few seconds, will call you back	WAIT OUT
B	More to follow	MORE TO FOLLOW
$\overline{BT}$	Break	BREAK
C	Correct	THAT IS CORRECT
DE	From	THIS IS
	That which immediately follows is the time or date-time group of this message	TIME
EEEEEEEE	Error	CORRECTION
EEEEEEEE $\overline{AR}$	This message is in error, disregard it	DISREGARD THIS TRANSMISSION
F	Do not answer	DO NOT ANSWER
FM	Originator's sign	FROM
G	Repeat this entire transmission back to me	READ BACK
	The following is my response to your instructions to read back	I READ BACK
GR (Numerals)	Group count	GROUPS (Numerals)
GRNC	The groups in this message have not been counted	GROUP NO COUNT
$\overline{HM}$ $\overline{HM}$ $\overline{HM}$	Emergency silence sign - SILENCE	SILENCE

9083.1 LIST OF PROSIGNS AND PROWORDS(Cont)

PROSIGN	MEANING	PROWORD
	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).	SILENCE LIFTED
	Your transmission is at too fast a speed. Reduce speed of transmission	SPEAK SLOWER
II	Separative Sign	
IMI	Repeat	SAY AGAIN
	I am repeating transmission or portion indicated	I SAY AGAIN
	I shall spell the next words phonetically	I SPELL
	Communication is difficult. Transmit(ting) each phrase (or each code group) twice. This proword may be used as an order, request, or as information	WORDS TWICE
INFO	The address designations immediately following are addressed for information	INFO
	The following phonetic equivalent is to be recorded as a single letter initial of a name	INITIAL
INT	Interrogative	
IX	Action on the message or signal which follows is to be carried out upon receipt of "EXECUTE"	EXECUTE TO FOLLOW
IX (5 sec dash)	Carry out now the purpose of the message or signal to which this applies	EXECUTE
J	Verify with originator and repeat	VERIFY

9083.1 LIST OF PROSIGNS AND PROWORDS(Cont)

PROSIGN	MEANING	PROWORD
	Message or portion indicated has been verified	I VERIFY
K	Go ahead; or this is the end of my transmission to you and a response is necessary	OVER
	Message requiring recording follows	MESSAGE FOLLOWS
M	Deferred precedence	DEFERRED
NR	Station serial number	
	Numerals or numbers follows	FIGURES
O	Operational immediate precedence	OPERATIONAL IMMEDIATE
P	Priority precedence	PRIORITY
R	I have received your last transmission satisfactorily	ROGER
R	Routine precedence	ROUTINE
T	Transmit this message to all addressees or to the address designations immediately following	RELAY (TO)
TO	Action addressee	TO
	I have received your message, understand it, and will comply. (this proword will be used only when replying to a request for acknowledgment)	WILCO
WA	Word after	WORD AFTER
WB	Word before	WORD BEFORE
	Your last transmission was incorrect. The correct version is_____	WRONG
XMT	Exempt	EXEMPT
Y	Emergency precedence	EMERGENCY
Z	Flash precedence	FLASH

9090. DESCRIPTION AND USE OF PROSIGNS

9091. $\overline{AA}$ - UNKNOWN STATION

.1 The prosign $\overline{AA}$ is used in lieu of a call sign in establishing communication with a station whose call sign is not known or is not recognized.

EXAMPLE:

NUYO hears its own call sign but misses the call sign of the calling station. NUYO transmits: $\overline{AA}$ DE NUYO K

9092. AA - ALL AFTER; AB - ALL BEFORE

.1 The prosigns AA and AB are used after the prosigns $\overline{IMI}$, $\overline{INT}$, C, J and certain operating signals to identify a portion of a message.

.2 If a word or group used to identify part of a message occurs more than once in the message it is to be assumed that the first occurrence of that word or group is implied. If otherwise intended, amplifying data such as adjacent words or groups must be included. Parts of messages are identified as follows:

AB $\overline{BT}$ denotes all before the text.

AA PLUXO $\overline{BT}$ denotes the message ending, where PLUXO is the last group in the message.

AA $\overline{BT}$ denotes the complete text and the message ending.

NOTE: Examples of the use of AA and AB are shown in Articles 9158.2 and 9158.4.

9093. $\overline{AR}$ - OUT

.1 The prosign $\overline{AR}$ means, THIS IS THE END OF MY TRANSMISSION TO YOU AND NO RESPONSE IS REQUIRED OR EXPECTED. When $\overline{AR}$ is used, although no station may receipt, it does not preclude requests if necessary for repetitions or verifications. (See Subsection 9150).

EXAMPLE: NTSY DE NUYO R $\overline{AR}$

EXAMPLE: NTSY DE NUYO -
M - 131415Z
BT
JXROL ANYZK
$\overline{BT}$
$\overline{AR}$

9094. $\overline{AS}$ - WAIT

.1 When the called station is not prepared to accept traffic, the prosign $\overline{AS}$ may be employed.

(a) $\overline{AS}$ made during a transmission and without an ending sign indicates a short pause.

NTSY DE NUYO -
R - 1Ø2Ø3ØZ
GR5
$\overline{BT}$
JOIN CONVOY AT POINT $\overline{AS}$

9094.1 (Continued)

(b) When the calling station is ready to resume it completes the transmission, commencing with a repetition of the last group already transmitted.

POINT XRAY $\overline{BT}$ K

(c) $\overline{AS}$ followed by the prosign $\overline{AR}$ means YOU ARE TO WAIT, or I AM OBLIGED TO WAIT as applicable.

(d) $\overline{AS}$ followed by a numeral and $\overline{AR}$ means the expected delay in minutes is represented by the numeral following $\overline{AS}$.

.2 A station having received $\overline{AS}$ shall wait for the prosign K before transmitting, unless in the meantime it has been given a message of high precedence to transmit, or it appears the station has been overlooked.

9095. B - MORE TO FOLLOW

.1 In the final instructions, the prosign B means MORE TO FOLLOW.

(a) NTSY indicates that it has more to send to NCFX by transmitting:

NCFX DE NTSY -
M - 1ØØ9ØØZ
GR37
$\overline{BT}$
TEXT
$\overline{BT}$
B
K

(b) NTFJ just has received a message from NTSY. When receipting, NTFJ indicates that it has traffic to send to NTSY, as follows: NTSY DE NTFJ R B K

(c) A precedence prosign, except R, may follow B to indicate the precedence of the message on hand.

NTSY DE NTFJ R B P K

.2 B followed by a call sign in the final instructions means MORE TO FOLLOW TO STATION INDICATED.

(a) NCFX, NTFJ, NTSY and NUYO are in the same net. NCFX transmits a message to NTSY and NUYO for which he requires a receipt and at the same time indicates to NTFJ and NTSY that more for them is to follow.

NTSY NUYO DE NCFX -
R - 261417Z
GR37
$\overline{BT}$
TEXT
$\overline{BT}$
B NTFJ NTSY
K

9095. (Continued)

.3 During a transmission, B followed by a numeral means MORE TO FOLLOW, TOTAL NUMBER OF GROUPS TRANSMITTED THUS FAR IS AS INDICATED.

(a) NCFX, transmitting a message of 160 groups to NUYO, stops after transmitting the 100th group, indicates that there is more to follow and requests a receipt for the portion transmitted, as follows:

NUYO DE NCFX -
M - 242322Z
GR16Ø
BT
(....FIRST 1ØØ groups) -
B 1ØØ
K

(b) NUYO, having received the portion, transmits:

DE NUYO R K

(c) Should NUYO require any repetitions, these are asked for and given before receipting for the portion. NCFX then sends the number of the first group with which the portion begins and completes the transmission, as follows:

NUYO DE NCFX 1Ø1 -
TEXT (1Ø1 to 16Ø inclusive)
BT
K

9096. BT - BREAK

.1 The prosign BT is used to indicate the separation between the text and other parts of a message. It immediately precedes and follows the text.

(a) NUYO transmitting a message to NTSY (for which receipt is desired) transmits:

NTSY DE NUYO -
P - 152325Z
GR8
BT
TEXT
BT
K

(b) NTSY transmits a message to NTFJ in abbreviated form (no receipt is desired):

NTFJ DE NTSY -
BT
TEXT
BT
1145Z
AR

.2 In procedure messages, BT is not used except when a date-time group is employed.

NTSY transmits a procedure message to NTFJ in abbreviated form (receipt is desired):

NTFJ DE NTSY INT Z3Q 122142Z K

9097. C - THAT IS CORRECT

.1 The prosign C used alone means YOU ARE CORRECT.

(a) NCFX transmits a message to NTSY who questions the accuracy of the fifth group:

NCFX DE NTSY INT 5 - XABMO K

(b) If the questioned group is correct, NCFX transmits:

NTSY DE NCFX C K

(c) NCFX transmits a repeat back message to NTSY. After NTSY repeats the message back correctly, NCFX transmits:

NTSY DE NCFX C AR

.2 C followed by identification data means THIS IS A CORRECT VERSION OF THE MESSAGE, OR PORTIONS INDICATED.

(a) Correcting a portion of the message in the final instructions:

32 galons of oil
BT
C WA 32 gallons
AR

(b) Before receipting for a message from NTSY, NCFX questions the reception of the fifth group:

NTSY DE NCFX INT 5 - BATIO K

NTSY checks and finds the group is incorrect. NTSY transmits:

NCFX DE NTSY - C 5 - BATSO K

9098. DE - THIS IS

.1 The prosign DE is used only in the call and means THIS TRANSMISSION IS FROM THE STATION WHOSE DESIGNATION FOLLOWS.

(a) A complete preliminary call (to establish communications):

NTFJ DE NTSY K

.2 Examples of the use of the prosign DE are shown in Subsection 9130.

9099. EEEEEEEE - Error

.1 To correct errors, a succession of eight or more E's is transmitted and means AN ERROR IN TRANSMISSION HAS JUST BEEN MADE. In correcting errors in the heading the error sign will be made, the operator will retransmit the last prosign or operating signal that was correctly transmitted, and the transmission will continue. To correct an error within the text the error sign is made, the last word or group correctly transmitted is retransmitted, and transmission is continued. To correct an error in a message, the text of which is taken from a Naval Signal Book, the error sign is made, the operator retransmits the last BT or TACK correctly sent, and then continues with the transmission.

406999 O-58-14

9099.1 (Continued)

NOTE: The phrase "eight or more E's" is intended to facilitate operations. It shall not be construed as permitting transmission of an excessive number of E's.

(a) NTSY, transmitting a message, makes and corrects an error in the heading:

NTFJ DE NTSY -
M - 13Ø83ØZ -
FM NBA -
TO NTSY
NUYG EEEEEEEE
TO NTSY
NUYO -
INFO NTFJ
GR18
BT etc.

(b) NCFX, transmitting a message to NAYS, makes and corrects an error in the text:

NAYS DE NCFX -
R - 2Ø1827Z
GR14
BT
LXOBO ISELA VOK EEEEEEEE ISELA VOBUJ NULUH etc.

(c) NEBG transmitting to NCFX, makes and corrects an error in the text of a procedure message:

DRAW DE NTIU IMI AB 2 EEEEEEEE AB 32 K

.2 To cancel transmisssion while in progress, a succession of eight E's followed by the prosign AR means THIS TRANSMISSION IS IN ERROR, DISREGARD IT. This method of cancelling a transmission cannot be used after the transmission has been receipted for. A procedure message containing operating signals or a service message must be used for this purpose. (See Article 9157).

(a) NTSY, while transmitting a message to NCFX, discovers that the message should not be sent and cancels the transmission:

NCFX DE NTSY -
M - 171525Z
FM NTSY -
TO NUYO
EEEEEEEE AR

.3 The above procedure is not applicable to tape relay operations. The procedure to be used in tape relay is contained in Article 13152.

.4 The equivalent proword for EEEEEEEE is CORRECTION. The equivalent proword for EEEEEEEE AR is DISREGARD THIS TRANSMISSION.

9101. F - DO NOT ANSWER

.1 The prosign F used in the transmission instructions means STATIONS CALLED ARE NOT TO ANSWER THIS CALL OR TO RECEIPT FOR THIS MESSAGE OR OTHERWISE TO TRANSMIT IN CONNECTION WITH THIS TRANSMISSION.

9101.1 (Continued)

(a) NTSY transmits to NTFJ and does not desire station called to receipt:

NTFJ DE NTSY -
F -
M - 211627Z -
FM NBA -
TO NTFJ
GR16
BT
TEXT
BT
AR

.2 When transmissions of messages containing F are made through more than once, each transmission will be separated by IMI.

9102. FM - FROM

.1 The prosign FM means THE ORIGINATOR OF THIS MESSAGE IS INDICATED BY THE DESIGNATION IMMEDIATELY FOLLOWING. (See Subsection 9130).

9103. G - READ BACK

.1 The prosign G means REPEAT BACK THE ENTIRE MESSAGE. It is placed in the transmission instructions. G is used by the transmitting station to ensure that the receiving station has received the message as transmitted, particularly if the message is of great importance or of a type which is difficult to transmit and receive.

(a) NTSY desires NUYO to repeat back a message.

NTSY transmits:

NUYO DE NTSY -
G -
O - 221813Z
GR12
BT
TEXT
BT
K

(b) NUYO complies as follows:

NTSY DE NUYO -
NUYO DE NTSY -
G -
O - 221813Z
GR12
BT
TEXT
BT
K

(c) If found to be correct as transmitted, NTSY transmits:

NUYO DE NTSY C AR

.2 Any corrections made during first transmissions, or contained in the message ending, will be inserted by the receiving station prior to repeating back.

9104. GR (NUMERALS) - GROUPS (NUMERALS)

.1 The prosign GR followed by numerals is the group count and means THIS MESSAGE CONTAINS THE NUMBER OF GROUPS INDICATED.

.2 This element may be omitted in messages where the text consists of plain language, except that messages carrying an accounting symbol must also carry either a numerical group count or the prosign GRNC.

.3 A numerical group count always will be included on encrypted messages.

(a) NUYO transmits a message containing eight groups to NWLV:

NWLV DE NUYO -
M - 272113Z
GR8
BT
RKAHO KTUON AGREU JAHID BXOYO QDEAK LFOLB PDUTA
BT
K

.4 GR preceded by INT and followed by a numeral means IS THE NUMBER OF GROUPS AS INDICATED? When the number of groups received does not correspond with group count transmitted, the receiving station immediately will question the transmitting station by using INT GR followed by a numeral.

NTSY DE NCFX INT GR8 K

(a) If, after rechecking the message, the transmitting station finds that the receiving station is correct, the transmitting station sends the prosign C.

NCFX DE NTSY C K

.5 For all plain language text messages, and for encrypted text messages where the group count does not exceed 50 groups, the following procedure is used: If the receiving station is considered to be incorrect, the transmitting station repeats the original group count and transmits the first character of each word or group in the text in succession.

(a) NTSY transmits a message to NCFX:

NCFX DE NTSY -
M - 272113Z
GR1Ø
BT
RECEIVED SHIPMENT TEN TRUCKS FROM PARIS PAREN FRANCE
PAREN TODAY
BT
K

(b) NCFX then questions the group count:

NTSY DE NCFX INT GR11 K

(c) NTSY checks and finds the group count correct as transmitted. NTSY transmits:

NCFX DE NTSY GR1Ø BT R S T T F P P F P T BT K

9104. (Continued)

.6 For encrypted text messages with a group count exceeding 50 groups, the following procedure is used: If the receiving station is considered to be incorrect, the transmitting station repeats the original group count and transmits the identity of the first, eleventh and every subsequent tenth group followed by the initial letter of that group (the identity of the group will be separated from the initial letter of that group by a separative sign).

(a) NTSY transmits a message containing 76 groups to NCFX. NCFX questions the group count:

NTSY DE NCFX INT GR75 K

(b) NTSY checks and finds the group count correct as transmitted, then transmits:

NCFX DE NTSY GR76 BT 1-D 11-L 21-H 31-P 41-Q 51-M 61-W 71-F BT K

(c) NCFX then requests a repetition of the ten groups in which it has a miscount.

NTSY DE NCFX IMI 31 to 41 K

.7 Subject to the above checking of the group count (lettering), the group count of the transmitting station is final.

9105. GRNC - GROUP NO COUNT

.1 The prosign GRNC means THE GROUPS IN THE TEXT OF THIS MESSAGE HAVE NOT BEEN COUNTED.

.2 GRNC is included in the prefix if it is necessary to indicate that the groups have not been counted.

.3 When it is desired that a message contain a numerical group count and the group count has not been determined prior to transmission, GRNC will be placed in the heading. The actual group count will then be transmitted in the final instructions as a correction for insertion in the message prefix by the receiving operator.

EXAMPLE:

NJSS DE NAM - P - Ø811Ø4Z FM PKWN
TO NJSS GRNC BT TEXT BT
C GR117 K

9106. HM HM HM - SILENCE

.1 HM transmitted three times or the proword SILENCE transmitted once means CEASE TRANSMISSION ON THIS OR INDICATED CIRCUIT IMMEDIATELY. SILENCE WILL BE MAINTAINED UNTIL DIRECTED TO RESUME.

.2 Stations do not answer or receipt for a transmission imposing emergency silence.

.3 Emergency silence may be imposed or lifted by a station only when authorized by competent authority.

.4 When an authentication system is in force, a station must always authenticate a radio transmission which:

9106.4 (Continued)

(a) Imposes emergency silence

(b) Lifts emergency silence

(c) Calls a station during a period of emergency silence

.5 Emergency silence is lifted by addressing the station concerned and transmitting the operating signal meaning NEGATIVE followed by $\overline{HM}$ $\overline{HM}$ $\overline{HM}$.

9107. II - SEPARATIVE SIGN

.1 The separative sign is employed in radiotelegraph and visual procedures but not in teletype or radiotelephone procedures.

.2 II, written as a short dash, is used to prevent mistakes in reception which might occur if letters or figures of adjacent groups are run together. The sign is used in messages as follows:

(a) Before and after all prosigns in the procedure and preamble components of the heading except DE, $\overline{AA}$, NR and GR.

(b) To separate each element of the address component, such as between preamble and the prosign FM, between the designation of the originator and the prosign TO, between the designation of the action addressee and the prosign INFO, and between the designation of the information addressee and the prosign XMT.

(c) Between the call and the beginning of the repetition of a message to be repeated back.

(d) To separate the address component from the prefix when an accounting symbol is used.

(e) To separate call signs belonging to adjacent message components or adjacent multiple transmission instructions.

(f) The separative sign is used in procedure messages to separate portions of the text.

(g) The separative sign shall not be used in the texts of messages to indicate hyphen.

9108. $\overline{IMI}$ - SAY AGAIN - I SAY AGAIN

.1 The prosign $\overline{IMI}$ means REPEAT or I REPEAT MESSAGE OR PORTIONS OF A MESSAGE AS INDICATED.

.2 $\overline{IMI}$ without identification data means, REPEAT ALL OF YOUR LAST TRANSMISSION.

(a) NCFX requests a repetition of the entire transmission just completed by NUYO:

NUYO DE NCFX $\overline{IMI}$ K

.3 $\overline{IMI}$ followed by identification data means REPEAT THE INDICATED PORTION OF YOUR TRANSMISSION.

EXAMPLE A:

NTFJ DE NTSY $\overline{IMI}$ AB BATSO K

9108.3 (Continued)

EXAMPLE B:

NTSY desires a repeat of that portion of the heading between TO and INFO:

NTFJ DE NTSY IMI TO TO INFO K

.4 In the text of a plain language message IMI means I AM GOING TO REPEAT THE DIFFICULT PORTION JUST TRANSMITTED.

NTFJ DE NTSY -
M - 311211Z
BT
TRANSFER FILROY ZCSCHZISKI IMI ZCSCHZISKI JOHN ELMER SMITH etc.

.5 Where messages are transmitted twice through, the two transmissions are separated by IMI.

.6 IMI shall not be used to correct an error in transmission.

.7 IMI cannot be used to obtain a repetition of a message or a portion thereof for which a receipt has been given. A procedure message containing operating signals or a service message must be used for this purpose.

9109. INFO - INFO

.1 The prosign INFO means THE ADDRESS DESIGNATIONS IMMEDIATELY FOLLOWING ARE ADDRESSED FOR INFORMATION. (See Subsection 9130).

9111. INT

.1 The prosign INT preceding operating signals and/or prosigns indicates that the transmission is in the form of a question.

(a) NTFJ asks NCFX: IS THE WORD AFTER SHIPS, BOATS?
NCFX DE NTFJ INT WA SHIPS - BOATS K

.2 INT preceding a portion of a message means, IS MY RECEPTION OF THIS CORRECT? (In flashing light procedure, a portion is interpreted to mean any transmission for which the sender would require a flash in response).

(a) NTFJ asks NCFX: IS THE DATE-TIME GROUP 31Ø126Z?
NCFX DE NTFJ INT 31Ø126Z K

.3 INT cannot be used to question any part of a message for which a receipt has been given. A procedure message containing an operating signal, or a service message will be used for this purpose.

.4 INT may be used to question the accuracy of group count or station serial number.

9112. IX - EXECUTE TO FOLLOW
IX(5 SECOND DASH) - EXECUTE

.1 The prosigns IX and IX (five-second dash) are employed with the executive method. See Article 9180.

9113. J - VERIFY

.1 The prosign J, meaning VERIFY WITH ORIGINATOR AND REPEAT, is used by the addressee when he does not understand the purport of a message, or a portion thereof. See Article 9159.

9114. K - OVER

.1 The prosign K means GO AHEAD or THIS IS THE END OF MY TRANSMISSION TO YOU AND A RESPONSE IS NECESSARY.

9115. NR

.1 NR followed by numerals (or a combination of letters and numerals) indicates the station serial number assigned to a message by a transmitting station.

NSS DE NTSY NR72 -
M - 182234Z
GR16
BT

9116. Z, Y, O, P, R, M - PRECEDENCE PROSIGNS

.1 Precedence is indicated by prosigns or prowords as follows:

Prosigns	Proword
Z	FLASH
Y	EMERGENCY
O	OPERATIONAL IMMEDIATE
P	PRIORITY
R	ROUTINE
M	DEFERRED

9117. R - ROGER

.1 The prosign R is used to indicate that a transmission has been received. Identification of the message or transmission may be included if necessary.

9118. T - RELAY (TO)

.1 The prosign T, when used, shall appear in the transmission instructions. Individual instructions to a specific station may be indicated by use of call signs or address designation preceding and following T, as appropriate.

.2 T alone means, STATION CALLED TRANSMIT THIS MESSAGE TO ALL ADDRESSEES IN THE ADDRESS COMPONENT.

(a) NTSY directs NUYO to transmit to all addressees:

NUYO DE NTSY -
T -
M - 311615Z
FM NTSY -
TO NUYO
SQFK
GR6
BT etc.

9118. (Continued)

.3 T followed by an address designation means, STATION CALLED TRANSMIT THIS MESSAGE TO THE ADDRESSEE WHOSE ADDRESS DESIGNATION FOLLOWS.

(a) NTSY directs NUYO to transmit message to SQFK:

NUYO DE NTSY -
T - SQFK -
M - 161813Z
FM NTSY -
TO SQFK -
INFO NUJC
GR18
BT etc.

.4 T preceded by a call sign and followed by an address designation means, STATION WHOSE CALL SIGN PRECEDES T, TRANSMIT THIS MESSAGE TO THE ADDRESSEE WHOSE ADDRESS DESIGNATION FOLLOWS T.

(a) NWFD calls both NUBJ and NUYO and requests NUBJ to transmit the message to NTFJ; NUYO to transmit the message to NTSY:

NUBJ NUYO DE NWFD -
NUBJ - T - NTFJ -
NUYO - T - NTSY -
M - 181927Z -
FM NWFD -
TO NTSY
NUBJ
NUYO -
INFO NTFJ
GR29

9119. TO - TO

.1 The prosign TO means, ADDRESSEES INDICATED BY THE DESIGNATIONS IMMEDIATELY FOLLOWING ARE ADDRESSED FOR ACTION. See Article 9130.

9121. WA - WORD AFTER; WB - WORD BEFORE

.1 The prosigns WA and WB are used after the prosigns $\overline{\text{IMI}}$, $\overline{\text{INT}}$, C, J and certain operating signals to identify a portion of a plain language message. They are used in the same manner as the prosigns AA and AB, discussed in Article 9092.

.2 In plain language messages, portions of the text are identified as words rather than as group numbers. The prosigns WA and WB may be used as appropriate.

(a) Request:

NTSY DE NUYO
$\overline{\text{IMI}}$ WA CARRY K

Answer:

NUYO DE NTSY
WA CARRY - OUT K

9121.2 (Continued)

(b) Request:

NTSY DE NUYO
IMI CARRY TO SIXTEEN K

Answer:

NUYO DE NTSY
CARRY TO SIXTEEN -
CARRY OUT PLAN SIXTEEN
K

9122. XMT - EXEMPT

.1 The prosign XMT means, THE STATIONS OR ADDRESSEES IMMEDIATELY FOLLOWING ARE EXEMPTED FROM THE COLLECTIVE CALL OR ADDRESS.

In the call:

YOBV - XMT - NTFJ DE NUYO -
M - 151617Z etc.

In the address:

M - 121617Z
FM NTSY -
TO SQFK
YOBV -
XMT NTFJ
GR2Ø
BT etc.

9130. MESSAGE ADDRESS

9131. USE OF PROSIGNS FM, TO AND INFO

.1 The prosigns FM, TO and INFO are used to indicate the originator, the action addressees and the information addressees respectively.

(a) NUYO is an action addressee and NCFX is an information addressee in a message originated by NTSY:

NCFX NUYO DE NTSY -
M - 172215Z -
FM NTSY -
TO NUYO -
INFO NCFX
GR12
BT

.2 In PLAINDRESS messages when the originator is in direct communication with the addressees the call will serve as the address.

(a) When all addressees are action:

NCFX NUYO DE NTSY -
R - 161512Z -
GR18
BT

9131.2 (Continued)

(b) When there are both action and information addressees in the call line, the information addressees must be indicated additionally in the transmission instructions by use of the operating signal ZFH2, followed by the designation of the information addressees.

NCFX NUYO DE NTSY -
ZFH2 NUYO -
R - 161512Z -
GR18
BT

(c) When all addressees are information addressees they are indicated by the inclusion of the operating signal ZFH2 with no address designations following.

NCFX NUYO DE NTSY -
ZFH2 -
R - 161512Z -
GR18
BT

NOTE: ZFH2 means THIS MESSAGE IS PASSED TO YOU FOR INFORMATION.

9132. READDRESSING MESSAGES

.1 An addressee may readdress a message to others not included in the original address, provided no alteration is made to the precedence, message instructions, address, prefix or text of the original message.

.2 PROCEDURE:

(a) A supplementary heading is added to the message preceding the original preamble. The supplementary heading will show the re-addressing addressee as the originator and will contain action and/or information addressees, a precedence prosign, a date-time group and, when necessary, message instructions and transmission instructions.

(b) Only that part of the original message preceding the preamble is omitted.

(c) The new precedence assigned applies to the supplementary address.

(d) The preamble of the original message indicates the beginning of the original message as received by the addressee who is readdressing it.

(e) If an encrypted message with encrypted address designations is to be readdressed, the original encryption of the address must not be altered. Address designations in the supplementary heading also shall be encrypted.

(f) When readdressing CODRESS messages, the originator and addressees of the readdressed heading will be indicated by call signs or address groups.

(g) Readdressed messages are filed under the original DTG. The re-addressal DTG will not be used as a textual reference.

9132. (Continued)

.3 If the message to be readdressed carries a DTG which is other than the current month, the abbreviation of the month of origin may be added to the original DTG. This is the only alteration permitted to the preamble, address, prefix or text of an original message.

(a) Message as received (18 June)

NABC DE CUSP - T - P - 1819Ø6Z
FM CUSP TO PINK GR 131
BT text BT AR

Message later readdressed (19 July)

NSS DE PINK - T - M - 1921Ø1Z
FM PINK INFO STAR - P -
1819Ø6Z JUN FM CUSP TO PINK GR 131 BT text BT K

.4 If the readdressal authority knows that all new addressees hold the original message in their files, the operating signals ZEW1 and/or ZEW2 should be used rather than retransmitting the original message.

NSS DE PINK - T - M - 1921Ø1Z
FM PINK INFO STAR BT ZEW2 WR NR 1136 BT K

.5 If it is considered necessary to inform the original originator of the readdressal, a brief service message should be used rather than including him as an information addressee in the supplementary heading.

.6 An originator desiring to add addressees to a message he has already transmitted will normally do so by procedure message correcting the heading, rather than by readdressal.

.7 If an addressee finds it necessary to repeatedly readdress messages, the originator should be advised of the new addressees appropriate for inclusion in the address of such messages.

9113. USE OF OPERATING SIGNALS TO READDRESS OR INVITE ATTENTION TO MESSAGES

.1 The operating signals ZFH and ZEW may be used in procedure messages to disseminate messages to non-addressees.

.2 The passing authority must be an addressee of the message he desires to pass.

.3 A date-time group will not be used in such procedure messages when in direct communication.

.4 EXAMPLES:

(a) PKWN DE NABT ZFH1
- P - Ø61942Z FM STAR
TO NABT
GR 138 BT
TEXT
BT K

(b) Using a transmission identification number:

NJSS DE SPQX ZEW2
NR 836 K

9134. READDRESSING PLAINDRESS MESSAGES

.1 Original message received by NUYO from NTSY in direct communication and the call served as address:

NUYO DE NTSY -
P - 221421Z -
GR16
BT
TEXT
BT

(a) Message readdressed by NUYO to NWFD for action, call not serving as address of supplementary heading:

NWFD DE NUYO -
O - 221445Z
FM NUYO -
TO NWFD -
P - 221421Z -
FM NTSY -
TO NUYO
GR16
BT
TEXT
BT

.2 Original message received by NUYO from NTSY, call not serving as address:

NUYO DE NTSY -
P - 271634Z -
FM NTSY -
TO NTFJ -
INFO NUYO
GR32
BT
TEXT
BT

(a) Message readdressed by NUYO to NWFD for information:

NWFD DE NUYO -
M - 281832Z -
FM NUYO -
INFO NWFD
P - 271634Z -
FM NTSY -
TO NTFJ -
INFO NUYO
GR32
BT
TEXT
BT

9135. READDRESSING ABBREVIATED PLAINDRESS MESSAGES

.1 Original message received by NUYO from NTSY in ABBREVIATED PLAINDRESS form:

NUYO DE NTSY -
BT
TEXT
BT
1141Z

9135.1 (Continued)

(a) Message readdressed by NUYO to NWFD for information:

NWFD DE NUYO -
M - 251245Z -
FM NUYO -
INFO NWFD -
FM NTSY -
TO NUYO
BT
TEXT
BT
1141Z
K

9136. READDRESSING CODRESS MESSAGES

.1 A supplementary heading is inserted in front of the preamble. The supplementary heading may indicate action and/or information addressees. It will contain a precedence prosign, a date-time group and, when necessary, transmission instructions.

.2 All that part of the original CODRESS message preceding the preamble in the heading is omitted.

.3 The prosign FM is used in the supplementary heading as required.

.4 CODRESS message as received by NUYO:

NUYO DE NTFJ -
P - 231314Z -
GR71
BT
TEXT
BT

(a) Message readdressed by NUYO to NWFD for action:
(NWFD and NUYO in direct communication)

NWFD DE NUYO -
O - 231425Z -
P - 231314Z -
GR71
BT
TEXT
BT

.5 CODRESS message as received by NUYO which contains specific transmission instructions indicating NUYO is to decrypt the message and to relay it to NUBJ:

NUYO DE NTSY -
NUYO - T - NUBJ NUYO
P - 141414Z
GR60
BT
TEXT
BT

(a) Later NUYO desires to readdress the message to NWLV for action and NWFD for information with ROUTINE precedence as follows:

9136.5(a) (Continued)

NWFD NWLV DE NUYO
R - 151345Z -
FM NUYO -
TO NWLV -
INFO NWFD
P - 141414Z
GR6Ø
BT
TEXT
BT

NOTE: NWLV and NWFD are not included in the internal routing instructions.

9140. ACKNOWLEDGMENTS

9141. DEFINITION

.1 An acknowledgment is a communication indicating that the message to which it refers has been received and is understood. A prompt reply referring to the message meets the requirement of an acknowledgment.

9142. AUTHORITY TO ACKNOWLEDGE

.1 Acknowledgments to messages normally shall be made only when requested. The authority of the addressee or his authorized representative is required for an acknowledgment to be sent. Only action addressees will acknowledge unless otherwise requested.

.2 Acknowledgments shall not ordinarily be requested. Naval communications is sufficiently reliable to justify the expectation that a message filed for transmission will be duly delivered to all addressees.

9143. ACKNOWLEDGMENT REQUESTS IN TEXTS

.1 Acknowledgment of a message, when necessary, is requested within the text. After transmission, acknowledgment may be requested by means of a subsequent message.

.2 The acknowledgment to a CODRESS message should be another CODRESS message.

9144. ACKNOWLEDGMENT PROCEDURE

.1 Acknowledgement of a message, when requested, is made by the words "Your (or the designation actually used to represent the originator), Message Reference, Acknowledged", e.g., "Your 121314Z acknowledged". In the case of a letter or other written communication, the serial or file number and date will normally be the reference.

.2 Procedure messages may be acknowledged by means of an operating signal.

(a) NCFX sends NEBG a procedure message:

NEBG DE NCFX ZKI1 (A6) K

After NEBG has receipted for the procedure message, NCFX desires an acknowledgment:

NEBG DE NCFX INT ZEV ZKI1 A6 K

NEBG acknowledges:

NCFX DE NEBG ZEV ZKI1 A6 AR (or K)

9150. CANCELLATIONS, CORRECTIONS AND RETRANSMISSIONS

9151. MESSAGE IDENTIFICATION

.1 In transmissions incidental to the handling of messages by communications personnel, the messages should be identified by use of date-time group or, when used, by the transmission identification. When necessary, the message may be further identified by adding the designation of the originating station and/or the group count. If further identification is required, the complete preamble or address or partial or complete text may be used. In all cases, the data used to identify a message shall be as brief as practicable, consistent with positive identification. Care should be exercised when identifying encrypted messages so that no plain language reference is made to address or text portions which were encrypted.

9152. CANCELLATION OF MESSAGES

.1 Cancellation of a message which has been transmitted completely may be accomplished only by a new message properly authorized. A cancellation may be included in a message which takes the place of the one cancelled or it may be sent separately. If the original message is classified, such a message of cancellation will be either classified or authenticated.

.2 Only the originator may cancel his message.

9153. CANCELLATION OF TRANSMISSIONS

.1 A station cancelling a transmission is responsible for any further action necessary in connection with the message involved.

9154. CORRECTIONS

.1 The called station is responsible for inserting in the proper places any corrections indicated in the correction line prior to delivery or refile. In instances where the time element is such that immediate delivery is warranted, without making all indicated corrections, the addressee should be apprised of the corrections.

.2 Circumstances sometimes arise in which it becomes necessary to change the substance or phraseology of a message after it has been transmitted. Small changes usually can be made by means of a new message containing corrections to the original message. When the change is extensive, it is advisable to cancel the original message and originate a new one.

.3 Corrections sent are preceded by the prosign C and where necessary, with appropriate identifying data.

.4 If a message contains more than one error, all questions concerning the same message should be incorporated into one correction request.

.5 Use of the prosign C is discussed in Article 9097; the proword CORRECTION in Article 9099.4.

9155. MESSAGES FORWARDED SUBJECT TO CORRECTION

.1 If corrections and repetitions cannot be obtained immediately, messages received with portions missing or portions of doubtful accuracy shall be delivered or forwarded subject to correction if the precedence is operational immediate or higher, or the operational situation dictates. Discretion should be exercised in forwarding or delivering transmissions that are so garbled as to be of no value.

9155.1 (Continued)

(a) In local delivery the missing or doubtful portions will be indicated by appropriate notation on the message.

(b) In forwarding, the appropriate operating signals will be included.

.2 A station delivering or forwarding a message subject to correction is responsible for obtaining and forwarding corrections.

9156. METHODS OF REQUESTING INFORMATION

.1 There are three methods available for requesting information relative to the whole or to a part of a message which has been receipted for. Each method serves a different purpose.

(a) Repetition or Rerun is used between operators when a message or portion has been received incorrectly or incompletely. It is requested by procedure message using operating signals.

(b) Check is used between cryptocenters when a message or portion cannot be decrypted. It is requested by an encrypted service message.

(c) Verification is used between addressee and originator when the meaning of a message is not understood. A request for verification may be initiated only by an addressee. It may be made by procedure message using the prosign J, or by service or regular message.

.2 Requests for repetitions, checks and verifications shall be kept at a minimum consistent with reliable communications in order to avoid overloading circuits and protect security. Careful attention to detail on the part of communication and cryptographic personnel, coupled with proper operating technique, will do much to reduce the number of service messages required to effect the delivery of a correct message to addressees.

.3 When necessary, repetitions or verifications may be obtained by the use of appropriate procedure signs or operating signals in the form of procedure messages. In some cases, it may be desirable or necessary, as in the case of some CODRESS messages, to draft a complete message requesting the desired information. In any case, the station making the request must provide the originating station with appropriate information to aid in locating the message or portion being questioned.

9157. CORRECTION AND VERIFICATION PROCEDURE

.1 Before receipt is obtained:

(a) When an error or omission is noticed by the receiving operator before receipt has been given, or when a message has not been completely or correctly received, corrections or repetitions will be requested by means of the appropriate prosigns or prowords prior to receipting.

(b) If a transmitting operator must repeat or correct any portion of a message after it has been transmitted but before receipt has been obtained, he shall do so by means of the appropriate prosigns and prowords, and the repitions or corrections as required.

.2 After receipt is obtained:

(a) A procedure message or a service message will be employed to obtain repetitions or send corrections.

486999 O-58-15

9157.2 (Continued)

(b) A procedure message or a service message may be assigned the precedence considered necessary to ensure accomplishment of its purpose.

9158. EXAMPLES

.1 Original transmission by NTSY:

YOBV DE NTSY -
M - 271545Z -
FM NTSY -
TO NUYO -
INFO NCFX
NTFJ
GR11
BT
KJAPY CBOQU ALAJY QLUPY RFOQO IMUCO
TKAWG PGUXO SXAVA DRATU HSOBO
BT
K

Request for repeat of last transmission:

NTSY DE NUYO IMI K

Answer:

NUYO DE NTSY -
YOBV DE NTSY -
M - 271545Z -
FM NTSY -
TO NUYO -
INFO NCFX
NTFJ
GR11
BT
KJAPY CBOQU ALAJY QLUPY RFOQO IMUCO
TKAWG PGUXO SXAVA DRATU HSOBO
BT
K

.2 Request to repeat all before the text of the last transmission.

NTSY DE NUYO IMI AB BT K

Answer:

NUYO DE NTSY -
AB BT
YOBV DE NTSY -
M - 271545Z -
FM NTSY -
TO NUYO -
INFO NCFX
NTFJ
GR11
BT
K

9158. (Continued)

.3 NUYO needs all between FM and INFO of the last transmission.

Request:

NTSY DE NUYO
IMI FM TO INFO K

Answer:

NUYO DE NTSY -
FM TO INFO -
FM NTSY -
TO NUYO -
INFO
K

.4 Repeat all after the eighth group.

Request:

NTSY DE NUYO
IMI AA 8 K

Answer:

NUYO DE NTSY
AA 8 - SXAVA DRATU HSOBO BT K

.5 Repeat group nine of last transmission.

Request:

NTSY DE NUYO
IMI 9 K

Answer:

NUYO DE NTSY
9 - SXAVA K

.6 Repeat groups three to eight of last transmission.

Request:

NTSY DE NUYO
IMI 3 TO 8 K

Answer:

NUYO DE NTSY
3 TO 8 - ALAJY QLUPY RFOQO IMUCO
TKAWG PGUXO K

.7 Repeat group three and groups six to eight of last transmission

Request:

NTSY DE NUYO
IMI 3 - 6 TO 8 K

Answer:

NUYO DE NTSY
3 - ALAJY - 6 TO 8 - IMUCO TKAWG PGUXO K

9158. (Continued)

.8 NUYO needs a repetition of the date-time group, originator and action addressee of the last transmission.

Request:

NTSY DE NUYO
IMI M TO INFO K

Answer:

NUYO DE NTSY -
M TO INFO
- M - 271545Z -
FM NTSY -
TO NUYO -
INFO
K

.9 In plain language messages, portions of the text are identified as words rather than as group numbers. The prosigns WA or WB are used as appropriate.

Request:

NTSY DE NUYO
IMI WA CARRY K

Answer:

NUYO DE NTSY
WA CARRY - OUT K

Request:

NTSY DE NUYO
IMI CARRY TO SIXTEEN K

Answer:

NUYO DE NTSY
CARRY TO SIXTEEN -
CARRY OUT PLAN SIXTEEN
K

9159. VERIFICATIONS

.1 The prosign J after a call without identifying data means VERIFY WITH ORIGINATOR AND REPEAT YOUR LAST MESSAGE. J after a call and followed by identification data means VERIFY WITH ORIGINATOR AND REPEAT MESSAGE OR PORTION THEREOF AS INDICATED.

(a) NTSY desires NTFJ's message 281545Z verified and repeated.

Request:

NTFJ DE NTSY
J 281545Z K

9159.1(a) (Continued)

Answer:

NTSY DE NTFJ
C 281545Z -
- M - 281545Z -
FM NTFJ -
TO NUYO -
INFO NTSY
GR8
$\overline{3T}$
PROCEED ON DUTY ASSIGNED X MAKE MOVEMENT
REPORTS
$\overline{3T}$
K

(b) NUYO desires NTFJ to verify and repeat all before the text of message indicated.

Request:

NTFJ DE NUYO
J 281545Z AB $\overline{BT}$ K

Answer:

NUYO DE NTFJ
C 281545Z AB $\overline{BT}$ -
- M - 281545Z -
FM NTFJ -
TO NUYO -
INFO NTSY
GR8 $\overline{BT}$
K

(c) NUYO desires NTFJ to verify and repeat all after DUTY

Request:

NTFJ DE NUYO
J 281545Z AA DUTY K

The originator NTFJ discovers he has made an error in the original message and desires to correct to read: MAKE OWN MOVEMENT REPORT.

NTSY NUYO DE NTFJ -
FM NTFJ -
TO NTSY
NUYO
C 281545Z - AA DUTY -
ASSIGNED X MAKE OWN MOVEMENT REPORT $\overline{BT}$ C GR9 K

.2 When the text of an ABBREVIATED PLAINDRESS message is such that its meaning normally would be determined prior to receipting for its transmission and it is necessary to request a verification, such a request may be made by use of the prosign J in lieu of first receipting.

9159.2 (Continued)

EXAMPLE:

Message transmitted to collective call YOBV (NABC, NTSY, NUYO):

YOBV DE NTFJ
IX BT
TURN NINE
BT K

Prior to receipting, NABC desires verification:

NTFJ DE NABC J K

After verifying with the originator NTFJ sends:

NABC DE NTFJ
- C - IX BT TURN NINE BT K

9160. MESSAGE REFILE

9161. MESSAGE REFILE

.1 A message which is to be retransmitted by a means different from that by which it was received must be converted into the proper form, except as in paragraph .3 below.

(a) The procedure component is deleted or changed as necessary.

(b) Visual and voice call signs are converted to CW call signs and/or address groups if the message is to be retransmitted by CW or RATT.

(c) Confirmations in the message ending which agree with the text will be deleted. If time permits, confirmations which differ from the text will be referred to the originator. Otherwise, they will be retained and forwarded in the final instructions preceded by the operating signal meaning CONFIRMATION AS RECEIVED IS AT VARIANCE WITH TEXT.

(d) Tape relay time of filing, when appearing, is deleted.

(e) Routing indicators and operating signals indicating delivery by other means when appearing in format lines 7 or 8 are deleted.

.2 When transmitting a refiled message containing incomplete groups, the slant sign will be used to indicate the missing characters. Care should be exercised to ensure that confusion does not result from use of the slant sign in plain language messages. When the location of the missing characters cannot be readily determined, the slant sign will be transmitted at the beginning of the questionable group.

.3 To reduce reprocessing, messages received in tape relay procedure for transmission by radioteletypewriter broadcast may be handled as follows:

(a) Check tape for garbles, etc., and delete format lines 1 through 4.

(b) After the broadcast number identification, begin transmission with line 5 of the NTX message format. End the transmission with 2 carriage returns and 8 line feeds following format line 15.

(c) Messages containing an address indicating group (AIG) or in CODRESS form are handled similarly except for necessary inclusion of the address indicating group or the specific address groups of the CODRESS addressees.

9170. OPERATING TECHNIQUES

9171. MONITORING NETS

.1 Communication supervisors shall be required to monitor nets to insure circuit discipline.

.2 Because individual radio transmitters and individual radio operators possess characteristics possible of identification by enemy listeners, neither should be used constantly on a particular net.

9172. SIGNAL STRENGTH AND READABILITY

.1 Readability is the ease with which the incoming signals can be received. This depends on the relative strength of the desired signal versus the undesired signal - such as interference, static and inherent receiver noises - and on the capabilities of the receiving operator.

.2 A station assumes it has readability of GOOD unless otherwise notified. Signal strength and readability reports will not be exchanged unless communication is unsatisfactory.

.3 Signal strength is indicated by means of an operating signal, followed by a numeral. The use of the signal strength report generally is limited to those occasions in which the actual signal strength rather than readability is the determining factor. It is particularly applicable where changes have been made in equipment, power, location or other conditions, making a test report on signal strength desirable.

1 - Scarcely perceptible.
2 - Weak.
3 - Fairly good.
4 - Good.
5 - Very good.

(a) The operating signal QSA, meaning THE STRENGTH OF YOUR SIGNALS (OR THOSE OF____) IS____ (1 to 5), is used in exchanging signal strength.

.4 Readability is indicated by means of an operating signal, followed by a numeral. The significance of the numeral is as follows:

1 - Unreadable.
2 - Readable, now and then.
3 - Readable, but with difficulty.
4 - Readable.
5 - Perfectly readable.

EXAMPLE:

NTSY informs NTFJ that NTFJ's readability is poor by means of the operating signal QRK, meaning THE READABILITY OF YOUR SIGNALS (OR THOSE OF____) IS____ (1 to 5), as follows:

NTFJ DE NTSY QRK2 K

After adjusting its equipment, NTFJ transmits:

NTSY DE NTFJ $\overline{\text{INT}}$ QRK K

Assuming now that NTFJ's readability is good, NTSY transmits:

NTFJ DE NTSY QRK4 $\overline{\text{AR}}$

9173. CALLING AND ANSWERING

.1 General rules for the employment of call signs (address designations) in establishing communications are set forth in Subsection 8020.

9173. (Continued)

.2 Before transmitting an operator shall listen for a long enough period to ascertain that his transmission will not cause harmful interference to transmissions in progress. If such interference is likely, the station shall wait until the first break in the transmission before interrupting, except as prescribed in Article 9176.

.3 Single calls consist of the transmission of the call sign of the station with whom communication is desired, the prosign DE, the call sign of the station calling and the prosign K. A single call may include the identification of a single station or a collective call sign representing more than one station.

Single station:	Collective call:
NEBG DE NCFX K	YTRI DE NCFX K

(YTRI is a collective call sign for NAYS, NCFX, NEBG and NUJC).

Collective call with exempted station:
YTRI - XMT - NEBG DE OMDM K

Stations will answer in alphabetical order with the exception of NEBG. The exempted station will not answer.

.4 Multiple calls consist of the transmission of the call signs (identification) of the stations with whom communication is desired, the prosign DE, the call sign of the station calling and the prosign K. Call signs preceding DE will be arranged in alphabetical order in the form in which transmitted.

NAYS NCFX NEBG NUJC DE OMDM K

Called stations will answer in the order called.

.5 In answering a preliminary call, stations will transmit the call sign of the calling station, the prosign DE, the call sign of the answering station and the prosign K. When no confusion will result the answer may consist of DE, the call sign of the answering station and K.

Normal answer:	Abbreviated answer:
NCFX DE NEBG K	DE NEBG K

.6 If any station fails to answer in proper sequence when a collective or multiple call is employed, the next station waits five seconds and answers. The station which fails to answer in proper order must wait - unless called by the net control station - until all other stations have answered or have had time to answer.

YTRI DE NCFX K (YTRI represents NAYS, NEBG and NUJC)

NAYS answers:
NCFX DE NAYS K

Five seconds pass and NEBG fails to answer. The next station, NUJC answers:
NCFX DE NUJC K

NEBG is ready to answer now:
NCFX DE NEBG K

9173. (Continued)

.7 When any station included in a collective or multiple call is specifically directed to answer, no other station included in that call may answer until instructed to do so.

.8 When a station has failed to answer in sequence, then fails to answer within five seconds after all other stations have answered, the calling station shall initiate a separate call to raise the station.

9174. CALLING UNDER DIFFICULT OPERATING CONDITIONS

.1 Call signs in the call may be transmitted twice under difficult operating conditions.

.2 When an answer cannot be obtained from a station called, messages may be transmitted blind at the discretion of a responsible officer. The situation permitting, each message that is sent blind will be transmitted twice, with the prosign IMI separating the first and second transmission. Subsequent efforts must be made to obtain a receipt.

.3 When a station hears a call and is not certain that the call is intended for it, it shall not answer until the call has been repeated and is understood. When a station is called, but is uncertain of the call sign of the calling station, it shall answer immediately by transmitting the prosign AA, followed by the prosign DE and its own call sign.

.4 If the calling station has indicated that it intends to transmit on a frequency other than that on which it made the call, the station called, if in agreement, shall answer with the appropriate operating signal to indicate that it is changing to the frequency announced. If the station called is not in agreement to use, either for transmission or reception, the frequency announced by the calling station, it shall make known by means of an operating signal the frequency it wishes to be used.

9175. TRANSMITTING MESSAGES IN SEQUENCE

.1 When radio communication is good, frequently it facilitates the handling of traffic for one station to send several messages to another station without interruption. Normally five messages should comprise a sequence (or string). However, the receiving station may use an operating signal to indicate the number of messages to be transmitted in a given sequence.

(a) NTSY has ten messages for NUYO. NTSY transmits:
NUYO DE NTSY QTC1Ø K

NUYO transmits:
NTSY DE NUYO QSG5 K

.2 When messages are to be sent in sequence, the transmitting station shall indicate immediately after the prosign B at the end of each message in the sequence the precedence prosign of the message which is to follow. Upon transmitting the last message in a sequence a receipt is requested before continuing with another sequence. Therefore, the last message of each sequence will be terminated with the prosigns B and K, meaning THERE IS MORE TO FOLLOW; RECEIPT FOR WHAT I HAVE SENT.

9175.2 (Continued)

(a) NTSY transmits the first of a sequence of five messages:

NUYO DE NTSY
P - 1Ø2625Z -
FM YOBV -
TO NUYO
GR15 BT
TEXT
BT
B P

NOTE: There is a short pause to allow any station to break in to transmit traffic of higher precedence. If no station interrupts, NTSY proceeds:

NUYO DE NTSY -

NOTE: The call is optional. If the call is eliminated, the separative sign II is transmitted.

P - 1Ø2725Z
FM YOBV - etc.

NTSY transmits the ending of the fifth message:

BT B M K

If no station breaks in, NUYO requests any needed repetitions or receipts for the sequence:

NTSY DE NUYO R K

9176. BREAK-IN PROCEDURE

.1 Break-in procedure is the method whereby a receiving station may interrupt a transmission to request the transmitting station to wait, shift frequency, repeat, etc. Break-in procedure will not be used to obtain repetitions when more than one station is involved in the reception of a message.

.2 The receiving station desiring to break-in on a transmission makes a succession of dashes. When the transmitting operator hears the dashes he stops transmitting to ascertain the reason for the break-in. If three attempts to break-in are unsuccessful, the receiving operator shall cease attempts to break-in until the transmission in progress is completed.

(a) The station breaking in to request an immediate repetition may omit the preliminary call before transmission of the last word or groups received correctly when receiving conditions are good and no confusion will result. The transmitting station then commences transmission with the last word the receiving station indicated it had received correctly.

NTSY is transmitting to NUYO:
AND WILL PROCEED IMMEDIATELY

NUYO missed the word IMMEDIATELY. NUYO transmits: ---PROCEED

NTSY then transmits:
PROCEED IMMEDIATELY etc.

9176.2 (Continued)

(b) A full or an abbreviated call must be employed when the reason for an interruption is for other than to request immediate repetition of a missed word.

NTSY is transmitting to NUYO:
AND WILL PROCEED IMMEDIATELY

NUYO has trouble with the receiver and desires NTSY to wait.
---NTSY DE NUYO AS

When ready to receive NUYO transmits:
DE NUYO IMI AA PROCEED K

NTSY then transmits:
DE NTSY AA PROCEED - IMMEDIATELY etc.

Meantime, if other stations have been using the net, it will be necessary for NUYO to use a full call, identify the message and give NTSY the last word received correctly.

.3 Any station may break in on a transmission in order to transmit a message of a higher precedence under conditions indicated in article 9037.

(a) NTSY is transmitting a long DEFERRED message to NUYO and has completed only a short portion of the text. NWLV has been handed an OPERATION IMMEDIATE for transmission and desires to break-in.

NWLV transmits:
---O

Upon hearing the succession of dashes, NTSY immediately ceases transmitting. NWLV continues:

NTSY DE NWLV -
O - 1Ø1516Z etc.

9180. EXECUTIVE METHOD

9181. EMPLOYMENT OF EXECUTIVE METHOD

.1 The executive method is used when the originator desires that all addressees of a message take action at the same moment. The executive method is usually employed with tactical signals.

.2 Abbreviated plaindress is used with the executive method.

.3 An executive method message carries the prosign IX (proword EXECUTE TO FOLLOW) as message instructions.

.4 The signal of execution is the prosign IX followed by a five-second dash (prowords STANDBY; EXECUTE).

9182. TYPES

.1 There are two types of executive method: delayed executive and immediate executive.

.2 In the delayed method the message to be executed is sent and desired receipts obtained. At the time for execution another transmission is made carrying the signal of execution.

.3 In the immediate method, the text is sent twice and the signal of execution is transmitted in the message ending.

.4 Because there is no opportunity to obtain repetitions and verifications prior to execution, messages to be executed by the immediate method should be carefully worded to avoid any possibility of misinterpretation.

9183. EXAMPLES

.1 Delayed executive method. Example shown in CW. Message to be executed:

OMNY DE PKWN
IX BT FORM QUEBEC
1ØØ TACK SPEED 16 BT
1248R NIQE NJSS K

Designated stations receipt:

DE NIQE R AR
DE NJSS R AR

PKWN executes:

OMNY DE PKWN 1248R IX
(five-second dash) AR

.2 Immediate executive method. Example shown in voice.

PLANTER THIS IS WARDEN - EXECUTE TO FOLLOW - BREAK - TURN NINE - TACK - SPEED XRAY - I SAY AGAIN - TURN NINE - TACK - SPEED XRAY - BREAK - STANDBY - EXECUTE - GIRL CRAZY - OVER

THIS IS GIRL CRAZY - ROGER - OUT

9184. IDENTIFICATION

.1 Identification of an EXECUTE TO FOLLOW message will be transmitted with the executive signal whenever:

(a) It is one of several unexecuted EXECUTE TO FOLLOW.

(b) A considerable time has elapsed between the transmission of the EXECUTE TO FOLLOW message and the transmission of the executive signal.

9185. EXECUTING A PORTION OF AN EXECUTIVE MESSAGE

.1 To execute a portion of an outstanding executive message the desired portion to be executed will be retransmitted and followed by the executive signal. Absence of the prosigns $\overline{IX}$ $\overline{BT}$ in the message instructions indicates that it is part of a message previously transmitted:

OMNY DE PKWN SPEED 16 $\overline{IX}$ (five-second dash) $\overline{AR}$

9186. CANCELLATION OF EXECUTIVE MESSAGES

.1 The signal NEGAT is used to cancel unexecuted executive messages. NEGAT alone cancels all messages transmitted to the same call and waiting execution. NEGAT followed by identification data cancels only the identified messages or identified portions of messages. Executive method messages cannot be cancelled once the executive signal has been transmitted.

9187. REPETITIONS, VERIFICATIONS, CORRECTIONS OF EXECUTIVE MESSAGES

.1 A station desiring a repetition or a verification of a portion of an executive message will request that the entire message be repeated or verified and repeated.

.2 An executive message found to be incorrect must be cancelled and a new message transmitted.