

BASIC RADIO TRANSMISSIONS

TO CALL DISPATCH:

- Simply identify yourself by your call sign
 - Officer: **“A1”**
- Or identify yourself, then who you want to talk to (dispatch)
 - Officer: **“A1, dispatch”**

TO TALK TO ANOTHER UNIT:

- Who you are, then who you want to talk to
 - Officer: **“A1 to A6”**

TO ACKNOWLEDGE THAT YOU UNDERSTAND A TRANSMISSION

- Officer: **“A1, copy”**
OR
- Officer: **“A1, received”**

TO LET DISPATCH KNOW YOU ARE ARRIVING

- Officer: **“A1, arriving”**
OR
- Officer: **“A1, on scene”**

TO ASK DISPATCH TO DO SOMETHING FOR YOU:

- Who you are, then what you want to do
- Prep the dispatcher - give the dispatcher a chance to get ready for the info. Then wait for the reply before giving all the info.
 - Officer: **“A1, (WARNING ABOUT WHAT YOU WANT DISPATCH TO DO)”**
 - Dispatch: “A1, go ahead.”
 - Officer: **“A1, (NOW GIVE ALL THE INFO / ASK THE QUESTION) ...”**

TO LET SOMEONE KNOW THAT THERE IS MORE INFO TO FOLLOW:

- The word “also” is used to signal that you have more to say.
- After someone says also, you should say, “go ahead,” to let them know you are ready for them to continue.
 - Dispatch: “A1, blah blah blah. Also....”
 - Officer: **“A1, go ahead.”**
 - Dispatch: “A1, blah blah blah blah blah...”

BASIC RADIO TRANSMISSIONS

TO BREAK UP LONGER TRANSMISSIONS SO SOMEONE ELSE CAN SPEAK

- During longer transmissions, such as when describing several suspects, the word “break” is used to allow other units to transmit emergency traffic, while still signaling to others that the transmission is not done.
 - Officer: “...second subject described as a white male, break...” (pause several seconds)
 - Officer: “continuing, white male, 6’01”, 250, last scene wearing a bright green three-piece suit and carrying a blue brief-case”

TO RUN A PLATE

- Who you are, then what you want to do (and wait for reply)
 - Officer: **“A1, run/check a plate”**
 - Dispatch: “A1, go ahead.”
 - Officer: **“A1, 123ABC”**
 - Dispatch: “A1, copy.”

TO RUN A VIN (VEHICLE IDENTIFICATION NUMBER):

- Who you are, then what you want to do (and wait for reply)
- Read the numbers/letters phonetically
- Rhythm: read the numbers/letters in groups of three with a pause between each group
 - Officer: **“A1, run/check a VIN number”**
 - Dispatch: “A1, go ahead.”
 - Officer: **“A1, JT2 - AE8 - 3E5 - H34 – 819 – 75”**

TO RUN A NAME

- Who you are, then what you want to do (and wait for reply)
- Then read name in this order:
 - [say last name], [if needed for clarity, phonetically spell last name]
 - [say first name], [if needed for clarity, phonetically spell first name]
 - [say middle initial], [give phonetic word for middle initial]
 - [give date of birth]
- Officer: **“A1, run/check a name”**
- Dispatch: “A1, go ahead.”
- Officer: **“A1, last of Boris, B-O-R-I-S, first of Robert, common spelling, middle F-frank, date of birth 9/14/81.”**
- Dispatch: “A1, copy.”

BASIC RADIO TRANSMISSIONS

TO MAKE A TRAFFIC STOP

- Who you are, then what you want to do (and wait for reply)
- Then give the info in this order:
 - - [who you are] – you should already be doing this automatically!
 - [location]
 - [vehicle] – phonetically read plate (if no plate, give vehicle description)
 - Officer: **“A1, traffic”**
 - Dispatch: **“A1, go ahead.”**
 - Officer: **“A1, 19010 1 AV S, on 123ABC.”**
 - Dispatch: **“A1, copy.”**

TO MAKE A HIGH-RISK TRAFFIC STOP

- Who you are, then what you want to do (and wait for reply)
- Then give the info in this order:
 - [who you are] – you should already be doing this automatically!
 - [location]
 - [direction of travel]
 - [vehicle] – phonetically read plate (if no plate, give vehicle description)
 - [number/description of occupants]
 - Officer: **“A1, I’m with the suspect vehicle. I’ll be doing a high-risk traffic stop”**
 - Dispatch: **“A1, go ahead.”**
 - Officer: **“A1, 19010 1 AV S, facing Northbound, on 123ABC, occupied by four white males.”**
 - Dispatch: **“A1, copy.”**

BASIC RADIO TRANSMISSIONS

TO BEGIN A BUILDING SEARCH

- Who you are, then what you want to do (and wait for reply)
- Then give the info in this order:
 - [who you are] – you should already be doing this automatically!
 - [close the air/ secure the channel]
 - [you need keyholder]
 - [you need containment]
 - [you need K-9]
- Officer: **“A1, I’ve got an open door on the West side of the building. I’ll be doing a building search. Also....”**
- Dispatch: **“A-1, go ahead”**
- Officer: **“A1, I need the air closed, and can you contact the keyholder, get containment units, and get a k-9 unit.”**
- Dispatch: **“A1, copy.”**

TO GIVE THE DISPATCHER INFORMATION THAT DOESN'T FIT INTO A COMMON FORMAT:

- Prep the dispatcher - transmit your call-sign to get the dispatcher’s attention (then wait for reply).
 - Officer: **“A1”**
 - Dispatch: **“A1, go ahead.”**
 - Officer: **“A1, (NOW GIVE THE INFO) ...”**
 - Dispatch: **“A1, copy.”**