

THE GLENHAM FIRE DISTRICT STANDARD OPERATING GUIDELINE AND PROCEDURE	SUBJECT NO. GFD-43-09
DEPARTMENT: Glenham Fire Department SUBJECT: Radio Use	
<u>CROSS-REFERENCE:</u> GFD-43-01 Organizational Statement & General Overview	

Original date of issue: 03/2018

Reviewed:	03/18	02/20					
Revised:	02/20						

The use of apparatus radios for the purpose of transmitting a response to an alarm, arrival on the scene, a progress report, calling in service or quarters, shall be the responsibility of the Officer (or Firefighter) riding on the apparatus. This responsibility is to be carried out by the driver in the absence of an Officer.

All apparatus shall call Dutchess 911 when responding, however, only the first apparatus on the scene shall call "on the scene". Acknowledge any/all orders given via the radio.

All transmissions shall be short, concise, and to the point. All transmissions shall be clear and in a distinct manner. Avoid rushing the message. If the apparatus siren is in use, switch it to WAIL mode before transmitting. Due to the use of repeaters with Ultra High band radios, it is necessary to key the microphone for two (2) to three (3) seconds before speaking. Recommended radio procedures from Dutchess 911 are posted on the walls of the Apparatus Room. Above all **Think before keying the Microphone.**

When your fire ground duties are complete and you are in service, the Officer in Charge will notify Dutchess 911 that you are in service. If yours is not the last apparatus back to the station, do not notify Dutchess 911.

REVISION HISTORY			
Rev	Description of Change	Author	Effective Date