

200 (TORQUAY) SQUADRON



RADIO COMMUNICATIONS REFERENCE SHEET

This document has been produced from ACP44 - AIR CADET COMMUNICATION INSTRUCTIONS & RADIOTELEPHONE PROCEDURES as a quick reference sheet for radio equipment practice.

Phonetic Alphabet

<u>Letter</u>	<u>Phonetic</u>	<u>Spoken as</u>	<u>Letter</u>	<u>Phonetic</u>	<u>Spoken as</u>
A	ALFA	<i>AL FAH</i>	N	NOVEMBER	NO <i>VEM</i> BER
B	BRAVO	<i>BRAH VOH</i>	O	OSCAR	OSS CAH
C	CHARLIE	<i>CHAR LEE</i> or <i>SHAR LEE</i>	P	PAPA	PAH <i>PAH</i>
D	DELTA	<i>DELL TAH</i>	Q	QUEBEC	KEY <i>BECK</i>
E	ECHO	<i>ECK OH</i>	R	ROMEO	<i>ROW</i> ME OH
F	FOXTROT	<i>FOKS TROT</i>	S	SIERRA	SEE <i>AIR</i> RAH
G	GOLF	GOLF	T	TANGO	<i>TANG</i> GO
H	HOTEL	HOH <i>TELL</i>	U	UNIFORM	YOU NEE FORM or OO NEE FORM
I	INDIA	<i>IN</i> DEE AH	V	VICTOR	<i>VIK</i> TAH
J	JULIETT	<i>JEW</i> LEE ETT	W	WHISKEY	WISS KEY
K	KILO	<i>KEY</i> LOH	X	X RAY	<i>ECKS</i> RAY
L	LIMA	LEE <i>MAH</i>	Y	YANKEE	YANG KEY
M	MIKE	MIKE	Z	ZULU	ZOO LOO

Note: Italicised syllables carry the accent.

Phonetic Numerals

<u>Number</u>	<u>Spoken as</u>	<u>Number</u>	<u>Spoken as</u>
0	ZERO	5	FIFE
1	WUN	6	SIX
2	TOO	7	<i>SEV</i> -EN
3	TREE	8	AIT
4	<i>FOW</i> -ER	9	<i>NIN</i> -ER

Note: Decimal is spoken as DAY SEE MAL

Phonetic Punctuation

<u>Punctuation</u>	<u>Spoken as</u>
Comma	COMMA
Period	FULL STOP or PERIOD
Parenthesis	PEREN/UNPAREN or OPEN BRACKET/CLOSE BRACKET
Oblique Stroke	SLANT
Quotation Marks	QUOTE/UNQUOTE
Hyphen	HYPHEN
Colon	COLON
Semicolon	SEMICOLON
Dash	DASH

Prowords

<u>Proword</u>	<u>Explanation</u>
ACKNOWLEDGE	An instruction to the addressee that the message must be acknowledged.
BREAK	I hereby indicate the separation of the text from other portions of the message.
CORRECT	You are correct, or what you have transmitted is correct.
CORRECTION	An error has been made in this transmission (or message indicated). The correct version is...
DISREGARD THIS TRANSMISSION	This transmission is in error. Disregard it.
FIGURES	Numerals or numbers follow.
GRID	The portion following is a grid reference
I READ BACK	The following is my response to your instructions to read back.
I SAY AGAIN	I am repeating transmission or portion indicated.
I SPELL	I shall spell the next word phonetically
MESSAGE	A message which requires recording is about to follow.
MORE TO FOLLOW	Transmitting station has additional traffic for the receiving station.
OUT	This is the end of my transmission to you and no answer is required or expected.
OVER	This is the end of my transmission to you and a response is necessary. Go ahead, transmit.
READ BACK	Repeat this entire transmission back to me exactly as received.
ROGER	I have received your last transmission satisfactorily
SAY AGAIN	Repeat all of your last transmission.
WAIT	I must pause for a few seconds.
WAIT – OUT	I must pause longer than a few seconds.
WILCO	I have received your signal, understand it, and will comply.
WRONG	Your last transmission was incorrect. The correct version is...