

RADIO OPERATIONS CHEAT SHEET



This cheat sheet is a quick reference to information relating to radio transmissions found within the *SLSA Public Safety and Aquatic Rescue (34th Edition Revised July 2016)* training manual and Module 8 of the *SLSA Bronze Medallion* online course. It can be used at any time to refresh your memory of radio operations.

Radio Calls	
Call sign determined by patrol captain	Example of Venus Bay Patrol transmitting to Venus Bay IRB.
[Call Sign 1]	Venus Bay Patrol
[Call Sign 1]	Venus Bay Patrol
This is [Call Sign 2]	This is Venus Bay IRB
Over	Over
[Call Sign 2]	Venus Bay IRB
This is [Call Sign 1]	This is Venus Bay Patrol
Go ahead	Go ahead
[Position - specific]	We are at the rip 5m south of the flags, and 20m out to sea
[People]	There are two swimmers...
[Problem]	...who appear to be caught in the rip and fatigued.
[Progress]	We are on our way to pick them up and return them to shore

Radio Checks
Example
[Call Sign 1]
[Call Sign 1]
This is [Call Sign 2]
Over
[Call Sign 2]
This is [Call Sign 1]
Go ahead
Requesting radio check.
Over
Your message is loud and clear*
How do you hear me?
Over
Your message is also loud and clear*
Out
*Message can be loud and clear, unreadable, or nothing heard.

Radios and Sea Water	
Step	What to do immediately
1	Turn the radio off
2	Remove the antennae and battery
3	Check for damage to the unit
4	Rinse with fresh water and pat dry
5	Check that the unit is operating correctly.
If water has penetrated the unit:	
1	Remove the battery and antenna
2	Submerge the unit in fresh water (distilled water is best) for a minute to remove or dilute salt water
3	Remove from the water, shake gently and pat off any excess water, then dry in the air, out of the sun
4	Advise your supervisor, radio officer and fellow patrol members of your actions
5	Record the damage and actions taken in an appropriate log book.
Damaged equipment should be taken to an approved radio repairer or service agent as soon as possible.	

General reminder:

- Remember to wait a moment/few seconds after pressing the Push-to-Talk (PTT) button before speaking.
- Only one call sign can talk at a time on the same channel.
- No names, personal details, profanities or social conversations are to be transmitted.
- Most repeater channels are voice recorded by SurfCom.
- Never carry a radio by its antennae.
- Check your local SLS state/territory centre Standard Operating Procedures (SOPs) regarding the specific radios, radio network and channels (e.g., repeater, simplex) used at your surf lifesaving club.

Refer to the latest edition of the *SLSA Public Safety and Aquatic Rescue* training manual and *SLSA Bronze Medallion* online course for more information.

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Call Signs		
Standard*	Use for	Example
All stations	Everyone on the network	All call signs
Patrol	Patrol Captain (or next available patrol member)	Grange patrol
Roving	A roving patrol	Newport roving
Outpost	An outpost patrol	Carlton Park southern outpost
IRB	Inflatable rescue boat	Mullaloo IRB
Tower #	Surveillance tower	Tower 1
Offshore #	Offshore rescue boat	Offshore Rescue Boat 2
Support Ski #	Personal water craft (jet ski)	Support Ski 6
RWC #	Personal water craft (jet ski)	RWC 6

*Other call signs may be used in your local area. Check your local Standard Operating Procedures (SOPs).

Call signs commonly used at your club

Maroubra Patrol
Maroubra roving
Maroubra IRB

Call signs - support operations

Support Ski 1 & 2 - Bate Bay
Support Ski 3 - ours
Support Ski 4 - Bondi (Randwick)
Support Ski 5 - Garie (Cronulla)

location UAV

Surf Rescue 30 - The offshore boat
Lifesaver 1 - Rescue helicopter

Radio channels

1 - Emergency channel - Rescue - incidents, helicopter (line of sight)
2 - Patrol (line of sight)
3 - Surfcom (repeater)
4 - Scan (repeater)
58/66 - Training (line of sight)

Eastern Beaches 30 - Duty Officer on call

Proword	Definition	Functional Meaning
Over	I have finished my message and expect a reply. NB: Often over is removed from the end of a transmission once the conversation has commenced.	I've finished my message and handing over to you for a reply.
Go ahead	Proceed with the transmission of your message.	Go ahead with your message.
Standby	Please wait until I call you back. I need to complete my current job or get more information or assistance for you. Other stations may transmit.	Stand by for more information while I do something. Other stations may transmit.
Break	I have finished a conversation with one station and am calling another without breaking my transmission.	Wait for my reply while I break to call another station, e.g., SurfCom.
Roger	I have received and understood all of your last transmission.	I understand.
Wilco	Your last message has been received, understood and will be complied with. I will do what you have asked me to.	I understand and will go do what you have asked me to do.
Say again	I missed part or all of your last transmission. Transmit it again.	Please say your message again.
Correction	An error has been made; the correct version is...	The correct information will follow after I say 'correction'.
Affirmative	Yes or Permission is granted.	Yes or Permission granted.
Negative	No or Permission is not granted.	No or Permission denied.
Out	The conversation is finished and I don't expect a reply. Used at the end of transmission as an indication to other stations that the network is clear and free for use.	I am getting out of this conversation. End of conversation.

Emergency Call

Where a patrol requires urgent assistance, the correct radio procedure to clear a channel is to call **'Rescue, Rescue, Rescue'**.

For example:

Mindil Beach: 'Rescue, Rescue, Rescue.' (Pause). 'SurfCom, SurfCom, this is Mindil Beach, over'.
SURFCOM: 'All stations stand by. Break. Mindil Beach this is SurfCom, go ahead.'