

# Little Creek Volunteer Fire Company, Inc.

Sta. 54

P.O. Box 327  
311 Main St.  
Little Creek, DE 19961

## Standard Operating Guideline #99-19 Radio Procedures

**Purpose:** This standard is designed to set radio use guidelines

**Scope:** All fire department members.

1. All Units will utilize the 800 MHz Radio system in each unit
  - A. Any unit responding to a fire incident will use K-FIRE-1. Unless directed by Kent Center or Officer in charge to change to another channel.
  - B. Any Unit responding to a medical type run should use K-EMSOPS-1. Unless directed by Kent Center or Officer in Charge to change to another Channel
2. Responding to Incidents
  - A. All Apparatus responding to an incident that has been dispatched by Kent Center must give the following messages.
    1. Responding (responding to scene)
    2. On-Scene (Arriving to Scene)
    3. **Under Control (Situation under Control) \*\* Only the Officer In Charge\*\***
    4. Returning (Returning to Station)
    5. In Quarters (Off the air in the Station)\*\*If on a standby or cover up give location\*\*
    6. Go Ahead (Transmit your message)
    7. Received (Last message received)
    8. Repeat Message (Repeat your last message)
    9. Disregard (Disregard last message)
    10. Request Cover up (Send backup to my station)
  - B. If units are responding to assist Station 46 (Dover Fire) on an incident the apparatus responding must also switch over to K-DOVFIRE1 and give the above messages to Dover Dispatch.
3. All personal will utilize proper radio conduct and radio call signs at all times when on a countywide or statewide channel
  - A. The Officer on-scene assuming command will advise Kent Center once they are on-scene the exact location of incident and that they will be assuming command. (I.E. Engine 4 Officer is on-scene at 331 Main St. assuming Main St. Command.)

B. All Apparatus will be known by its unit number exception of the Ladder. (I.E. Engine 4 would be known as 54-4)

C. The Ladder Truck will be known as Ladder 54

D. Portable radio users will identify themselves as the portable number. Such as 54-2 portable 2 would be "542P-2 to 54-15".

E. Firefighters riding in the capacity, as Officer on a piece of apparatus will use the Truck number and the word Officer after it. Such as "54-4 Officer to Main St. Command". This will allow the OIC know that a firefighter is in command of that truck.

3. Inner Company radio messages

If the station needs to contact an officer or unit they should try to do this on the company channel first. If they are unable to contact the unit then they should switch to the Channel being used. Listen for any other messages being transmitted. Then call the unit.

4. Portable Radio Assignments

A. All elected line officers and the fire policeman have a portable assigned to them

B. All units have portables in the crew area. The portable number corresponds with the truck number. Such as 544P1 is on 54-4.

6. Elected, Appointed and Past Officer call signs

- A. Fire Chief 54-15
- B. Deputy Chief 54-16
- C. 1<sup>st</sup> Asst. Chief 54-17
- D. 2<sup>nd</sup> Asst. Chief 54-18
- E. Captain 54-19
- F. Captain 54-20
- G. Captain 54-21
- H. Captain 54-22
- I. Fire Police 54-30
- J. Fire Police 54-31
- K. Fire Police 54-32