

RADIO PROTOCOL

Word or Phrase

Meaning

Acknowledge

Let me know that you have received and understood this message.

Affirmative

Yes, or permission granted.

Break

To indicate the separation between portions of the message. (To be used where there is no clear distinction between text and other portions of the message.)

Channel

Change to channel before proceeding.

Confirm

My version is Is that correct?

Correction

An error has been made in this transmission (message indicated). The correct version is.....

Go ahead

Proceed with your message.

How do you read?

How well do you receive me?

I say again

Self-explanatory (use instead of "I repeat").

Negative

No, or that is not correct, or I do not agree.

Over

My transmission is ended, and I expect a response from you.

Out

Conversation is ended, and no response is expected.

Read back

Repeat all of this message back to me exactly as received after I have given *over* (do not use the word "repeat").

Roger

Message received and understood.

Stand by

I must pause for a few seconds or a few minutes; please wait.

Say again

Self-explanatory (do not use the word "repeat").

That is correct

Self-explanatory.

Verify

Check coding, check text with originator, and send correct version.

Wilco

Instructions received, understood and will comply.

Words twice

(a) As a request: Communication is difficult, please send each word twice.
(b) As information: since communication is difficult, I will send each word twice.

Numbers

All numbers, except for whole thousands, should be transmitted by pronouncing each digit separately. Whole thousands should be transmitted by pronouncing each digit in the number of thousands, followed by the word “thousand”.

Example:

75	becomes	<i>Seven five</i>
100	becomes	<i>One zero zero</i>
5800	becomes	<i>Five eight zero zero</i>
11000	becomes	<i>One one thousand</i>
68009	becomes	<i>Six eight zero zero nine</i>

Numbers containing a decimal point shall be transmitted as the above with the decimal point indicated by the word “decimal”.

Example:

156.8	becomes	<i>One five six decimal eight</i>
-------	---------	-----------------------------------

Radio protocol notes source: Maritime Radio Course Student’s Notes, Canadian Power and Sail Squadrons 1st edition, 2004, revised 2006. Taking the CPS course, and passing the exam, enables one to obtain the Industry Canada *Restricted Operator’s Certificate (Maritime)*.