

DEPARTMENT OF THE ARMY
HEADQUARTERS, FORT SAM HOUSTON
Fort Sam Houston, Texas 78234-5000

FSH Regulation
No. 25-3

9 June 1986

Information Management
RADIO-COMMUNICATIONS

Issue of supplements to this regulation by subordinate commanders is prohibited, unless specifically approved by Headquarters, Fort Sam Houston.

PURPOSE.

a. This regulation prescribes procedures for the operation and control of all nontactical radio network users on Fort Sam Houston, Camp Bullis and Camp Stanley.

b. Two-way radio equipment is a means of maintaining communication between a net control station and radio equipped vehicles. The radio net is no better than the net control station and, unless close supervision is maintained by the operator of the net control station, a complete radio communications breakdown will result.

2. PROCEDURES.

a. This procedure is a standardized method of handling radio traffic in order to promote accuracy and speed in the exchange of messages. Operations will be in compliance with ACP 125C (Communications Instructions Radio-Telephone Procedure).

- (1) Be sure your set is operating.
- (2) Know what you are going to say before you start transmitting.
- (3) Make all transmissions short and concise
- (4) Always listen before transmitting.
- (5) Speak slowly and distinctly
- (6) Do not repeat unless communication is poor or requested to do so.
- (7) Do not contact another station (vehicle) in the net without permission from the net control station.

*This regulation supersedes FSH Reg 105-4, 30 May 85.

b. The net control station will broadcast the time every hour on the hour and will identify the call letters of his station. For example - this is Alfa Alfa Echo 200, operating from Provost Marshal Office, Fort Sam Houston, Texas, Time - 1300 hours. Camp Bullis and Camp Stanley base stations will use the same procedure except on the half hour. Actual time of broadcast will be entered in the station log.

c. Examples of prescribed radio-telephone procedures are as follows

(1) Abbreviated form (good reception):

Car 1 this is Alfa Echo 200
Announce message (using 10 series code)
Over
This is Car 1 Roger - Out

(2) Long form (poor reception):

Car No. 1 this is Alfa Alfa Echo 200 - Over
This is Car No. 1 - Go ahead
Car No. 1, this is AAE-200
Announce message - Over
This is Car No. 1 - Roger - Out

d. The phonetic alphabet will be used when transmitting individual letters and the component letter of unpronounceable groups by voice. Each letter will be spoken as indicated in the phonetic alphabet. Words, the pronunciation of which is apt to be misunderstood, should be first pronounced, then spelled out phonetically, then pronounced again. The phonetic alphabet is as follows:

A - Alfa	G - Golf	L - Lima	Q - Quebec	V - Victor
B - Bravo	H - Hotel	M - Mike	R - Romeo	W - Whiskey
C - Charlie	I - India	N - November	S - Sierra	X - X-Ray
D - Delta	J - Juliett	O - Oscar	T - Tango	Y - Yankee
E - Echo	K - Kilo	P - Papa	U - Uniform	Z - Zulu
F - Foxtrot				

3. VIOLATION OF PROCEDURE. Case of violation in procedure will be reported to the Directorate of Information Management (DOIM), extension 6281. Furnish the following information:

a. Date and time of offense.

b. Call signs or call words and frequency of interfering station or stations guilty of violations.

c. Nature of the offense together with detailed information concerning the offense and any action taken.

4. RECORDS. The net control station will maintain a daily log for each 24 hour period. The log will accurately and completely reflect all transmissions of the net for that date. Logs will be established to reflect the following:

<u>Station</u>	<u>Call</u>	<u>Sign</u>	<u>Date</u>	<u>Time</u>	<u>Transmission</u>	<u>Operator</u>
----------------	-------------	-------------	-------------	-------------	---------------------	-----------------

When automatic logging is used, it will contain essentially the same information.

5. SUPERVISION. Radio nets will be supervised as follows:

a. Administrative supervision. The administrative supervisor will be responsible for the assignment of locally assigned numbers to individual vehicles in which the equipment is installed. Administrative supervisors are responsible to report such assignment to DOIM. Administrative supervisors are responsible for compliance with prescribed operation procedures of individual nets.

b. Administrative supervisors will insure that:

(1) Personnel operating stations which are part of the network are familiar with the provisions of this regulation.

(2) Operators are made aware of the penalty for allowing improper operation of their assigned stations, e.g., operation by other than authorized personnel, transmission of obscene or offensive language, transmission of false emergency signals, etc. Assistance in preparing appropriate training material is available from DOIM, extension 6281.

(3) Operator maintenance is performed on mobile equipment.

c. DOIM is responsible for overall supervision of communications facilities and procedures employed. In this connection DOIM will:

(1) Furnish assistance as required incident to control, operation, installation and maintenance of communications facilities authorized for use by this headquarters.

(2) Coordinate installation, maintenance and repair service.

(3) Coordinate emergency maintenance and repair service after normal working hours through the night telephone operator (dialing 14 at Fort Sam Houston).

6. AMATEUR RADIO OPERATIONS.

a. Amateur radio operations by personnel of this installation as a hobby is encouraged; however, such operations must be approved for the protection of other types and classes of radio service. Requests for approval to establish/operate an amateur radio station will be submitted through command channels to this headquarters, ATTN: AFZG-IM, for persons living in barracks/troop billets. Residents of family quarters, BOW or BEQ will submit the request through DEH,

Housing Division to DOIM, Logistics Support Division. The request will contain the following information:

Call letters.

Class of license and expiration date.

(3) Type of transmitter; e.g., SSB, AM, CW, etc., power input and frequencies to be used.

(4) Commercial model of transmitter and manufacturer, if commercial. If home built, so state.

(5) Type of antenna to be used and rough sketch of proposed installation.

(6) State whether affiliated with the Military Affiliate Radio System (MARS) and which service; e.g., Army, Air Force or Navy.

(7) If mobile equipment is to be used state type of transmitter, frequencies to be used, type of antenna and power input.

b. Any interference to existing types and classes of radio/television service which cannot be corrected by the licensee/operator will result in the withdrawal of the operating privilege.

7. CITIZENS BAND RADIO OPERATIONS. Authority to operate citizens band radio equipment will require approval in the manner defined in para 6.

8. REFERENCES.

a. AR 105-70.

b ACP 125C

The proponent of this regulation is the Directorate of Information Management. Users are invited to send comments and suggested improvements on DA Form 2028, Recommended Changes to Publications and Blank Forms, to the Commander, Fort Sam Houston, ATTN: AFZG-IM, Fort Sam Houston, Texas 78234-5000.

FOR THE COMMANDER



GEORGE A. FINLEY
Director of Information Management

CHARLES D. CHILDRES
Assistant Director of
Information Management

DISTRIBUTION

- A
- B
- C