

# Basic VHF Radio Voice Procedure

Name 1 = person you are trying to call, their name or callsign (name of boat etc) e.g Johnny or GCSC Safety Boat/ RIB 1 etc.  
Name 2 = your name/ callsign, eg Erin.

**Johnny, Johnny, Johnny (*Johnny x3*), This is Erin, Message, Over.**

*(You are calling him/her and telling him that you have a message to give him. 'Over' means that you are waiting for a response from him).*

**Erin, This is Johnny, Message Send, Over.**

*(He replies, telling you to send or give your message to him).*

**Johnny, This is Erin, It is time for the boats to come in, Could you tell them to start heading in, Over.**

*(You have already called him so you only need to say his name once so he knows its him you are talking to, as well as identifying yourself. You must do this every time you speak into the radio. The message you are sending can be anything you need him to know (within reason) and must not contain any slang or bad words).*

**Erin, This is Johnny, Message Received, Will Do, Listening Out.**

*(His response to let you know he heard and understood your message, he can add 'Will Do' or 'Will Go' to let you know he is putting the message into action. When the message has been conveyed and there is no need for further response, the person the message was sent to will say 'Listening Out' to indicate that it is the end of your current radio conversation, but that he will be listening to the radio in case there are any further messages. If he says over then you will need to end the conversation the same way e.g Johnny, This is Erin, (Thank you/ See you ashore,) Listening Out).*