

The Phonetic Alphabet

A	ALFA	M	MIKE	Y	YANKEE
B	BRAVO	N	NOVEMBER	Z	ZULU
C	CHARLIE	O	OSCAR	1	ONE
D	DELTA	P	PAPA (PA-PA')	2	TWO
E	ECHO	Q	QUEBEC (KAY-BEK')	3	THREE (TREE)
F	FOXTROT	R	ROMEO	4	FOUR
G	GOLF	S	SIERRA	5	FIVE (FIFE)
H	HOTEL	T	TANGO	6	SIX
I	INDIA	U	UNIFORM	7	SEVEN
J	JULIETT	V	VICTOR	8	EIGHT
K	KILO	W	WHISKEY	9	NINE (NINER)
L	LIMA	X	X-RAY	0	ZERO

Common Prowords

BREAK Marks the start of the text, and “break” at the end of the text marks the start of the signature

I SPELL Used to indicate you are going back to spell the group just voiced. It is said

IMMEDIATELY after voicing the group, followed by either phonetic or letter spelling of the group. The operator may elect to spell by letter or by phonetics e.g. ARL I spell A R L vs. ARL I spell Alpha Romeo Lima.

I SAY AGAIN Use #1: To repeat for clarity

I SAY AGAIN Use #2: To correct an error

NO MORE, ONE MORE (1), MORE (2 or more) Indicates if you have additional traffic to follow or not. These terms follow the “end” termination of copy.

OVER Indicates the end of your transmission and signals the receiving station to go ahead:

AFFIRMATIVE Yes.

CONFIRM The request to confirm correct copy of group(s). The affirmative reply to the request.

NEGATIVE No.

ROGER Received and understood. (Does NOT mean yes).

GO AHEAD Continue. Used after requesting fills after interruptions to signal the sending operator to continue. Also used as an equivalent to OVER.

FIGURES Used to introduce a group of one or more numbers.

INITIAL Used to introduce a single letter initial, phonetic pronunciation mandatory, as in the initial in a proper name

INITIALS (LETTER GROUP) Used to introduce a group of 2 or more letters, as in an abbreviation, unpronounceable group, etc. Phonetics are mandatory; as in: NTS voiced as “initials NOVEMBER TANGO SIERRA

MIXED GROUP Used to introduce a group consisting of a mix of 2 or more of the 3 types of characters permitted in a group; letters, figures, or slashes (/), not beginning with figure(s). See the next section for mixed groups beginning with figure(s). Examples: W3XYZ/EPA

MIXED GROUP FIGURE(s) Used to introduce a mixed group as above when the first character is number(s), as in: 2A: voiced as “mixed group figure TWO ALPHA.”

AMATEUR CALL Used to introduce an amateur call sign in the Address, Text, or Signature (but not in the Preamble). Phonetics are mandatory for the letters;

Additional Guidelines (from the USCG Radiotelephone Manual)

Do not use these when voicing radiograms.

Roman Numerals Precede roman numerals by the phrase ROMAN NUMERALS, then transmit as the corresponding Arabic numerals. ROMAN NUMERAL 5

Punctuation Do not use punctuation unless necessary for message clarity. Punctuation can be repetitive, consume valuable time, and increase the chance for errors. When using punctuation, speak it as stated below. Do not preface with “SYMBOL FOR.”

Punctuation Mark	Spoken As:
Colon (:)	COLON
Comma (,)	COMMA
Decimal point (.)	DAY-SEE-MAL
Hyphen (-)	HYPHEN
Oblique stroke (/)	SLANT
Parenthesis (())	BRACKETS ON/BRACKETS OFF
Period (.)	PERIOD or FULL STOP
Question mark (?)	QUESTION MARK
Semicolon (;)	SEMI-COLON