Clear Text Terminology Job Aid

Words and Phrases	Application	Example
Unreadable	Used when signal received is not clear. In most cases, try to add the specific trouble.	"Unreadable, background noise."
Loud and Clear	Self-explanatory.	
Stop Transmitting	Self-explanatory.	
Copy, Copies	Used to acknowledge message received. Unit radio identifier must also be used.	"Engine 2675, copies."
Affirmative	Yes.	
Negative	No.	
Respond, Responding	Used during dispatch—proceed to or proceeding to an incident	"Engine 5176, respond …" or "St. Helena, Engine 1375 responding."
Enroute	Normally used by administrative or staff personnel to designate destinations. Enroute is **not** a substitute for responding.	"Redding, Chief 2400 enroute RO II."
In-Quarters, with Station Name or Number	Used to indicate that a unit is in a station.	"Morgan Hill, Engine 4577 in-quarters, Sunol."
Uncovered	Indicates a unit is not in-service, because there are no personnel to operate it.	
Out of Service	Indicates a unit is mechanically out of service.	"Auburn, transport 2341, out-of-service." Note: when repairs have been completed the following phrase should be used: "Auburn transport 2341, back in-service, available."
In Service	This means that the unit is operating, not in response to a dispatch.	"Fortuna, Engine 1283, in-service, fire prevention inspections."
Repeat	Self-explanatory.	
Weather	Self-explanatory.	
Return to	Normally used by ECC to direct units that are available to a station or other location.	

Words and Phrases	Application	Example
What is your Location?	Self-explanatory.	
Call_____by Phone	Self-explanatory.	
Disregard Last Message	Self-explanatory.	
Stand By	Self-explanatory.	
Vehicle Registration Check	Self-explanatory.	
Is_____Available for a Phone Call?	Self-explanatory.	
At Scene	Used when units arrive at the scene of an incident.	"Perris, Engine 61 83, at scene."
Available at Residence	Used by administrative or staff personnel to indicate they are available and on-call at their residence.	
Can Handle	Used with the amount of equipment needed to handle the incident.	"Susanville Battalion 2212, can handle with units now at scene."
Burning Operation	Self-explanatory.	
Report on Conditions	Self-explanatory.	
Fire under Control	Self-explanatory.	
Emergency Traffic Only	Radio users will confine all radio transmissions to an emergency in progress or a new incident. Radio traffic that includes status information such as responding, reports on conditions, at scene and available will be authorized during this period.	
Emergency Traffic	Term used to gain control of radio frequency to report an emergency. All other radio users will refrain from using that frequency until cleared for use by ECC.	
Rescue Normal Traffic	Self-explanatory.	