General Operating Procedures

CAP 413 – RT book

# Transmission Technique

* Be familiar with the equipment you will be using.
* Before transmitting, listen out on the frequency.
* Remember S A D and R S V P.
* Avoid hesitations like ‘er’
* Ensure you use the PTT correctly
* Think before pressing the PTT

# Call signs for aeronautical Stations

Name of control station - SUFFIX

* Area control – CONTROL
* Radar – RADAR
* Approach Control – APPROACH
* Aerodrome control – TOWER
* Ground Movement control – GROUND
* Precision approach radar – TALKDOWN
* Flight information – INFORMATION
* Distress and Diversion – RADIO – 121.50
* MATZ Crossing – ZONE

# Company Call sign

British Airways – Speedbird

Easyjet – Easy

KLM – KLM

# Pilot Call signs

Some professional call signs have fixed suffixes

# Priority of Messages

Distress – MAYDAY

Urgency – PAN PAN

Flight safety

Meteorological Messages

Flight Regulatory

# Messages

A – Air craft callsign and type

D – Departure point

D – Destination

P – Present position

A – Altitude/Flight Level

1. Additional details/Intentions