**Radio System Guide:**

The KIRG radio system is composed of several physical radio sites across the county, connected to each other which forms what is called a simulcast radio system. There are also several standalone repeaters which can be accessed by users in the field in specific locations. The below points should help you use your radio system and assist in achieving better overall communications within the county.

**BASIC RADIO OPERATIONS**

**Turning the Radio On:**  
A simple dial on the top of your two-way radio is used as the on-off switch. Located on the top right corner of your radio, turn the dial clockwise in order to power the radio on. In order to power off your radio, turn the dial counter-clockwise until it can’t be turned anymore. Remember this may be different between radio brands and models.

**Volume**  
The dial used to turn on your radio also controls the volume. Adjust the volume by turning the dial on top of the two-way radio to your preferred setting. Set the volume to an appropriate level for listening to communications.

**Channel Selector**  
Ensure that you’re operating on the same channel as your team. A dial located on the top-middle of the two-way radio sets operation to the correct channel. Simply turn the dial to match the other two-way radios in your fleet. Again, this may depend on your brand and model of radio.

**Sending Messages**  
Push-to-talk (PTT) buttons make wireless communication easy. Located on the left side of your two-way radio, press the large PTT button to send a communication to your recipient. There is a slight delay at the start, so wait for a second or two before talking.

**Receiving Messages**  
In order to receive a message, make sure to release the pressure on your PTT button. Since two-way radios only allow for one person to talk at a time, releasing your PTT button allows you to receive messages from other users on the same channel.

**Other Items to Consider**

Although most two-way radios are similar in function, there may be additional accessories depending on the complexity of the equipment. Large displays, microphones, or headsets are additional options that enhance your two-way radios. Make sure you understand the operation of these items and how they effect your overall operations.

Communicating over two-way radio systems is a little different than using a cell phone or landline. In order to keep things simple, clear, and easy, practicing proper etiquette techniques can help streamline voice and data communications solutions. Consider the following:

1. Speak slowly and clearly. Use a normal voice, and do not shout.
2. Identify yourself and your intended target. This is necessary in group communication or when workers are sharing the same channel.
3. Keep messages short. Break longer messages into sections or parts.
4. Don’t interrupt. Wait for the conversation to end before replying.
5. Wait for confirmation. Ensure that your intended recipient is available for communication.
6. Remember to pause. Short delays before transmission are common, so wait a couple of seconds before speaking.
7. Sometimes you may not be able to access the radio system due to the physical location of your subscriber equipment on your body. If this happens, move your radio slightly or remove your radio from any holster or hip mount and hold the radio with the antenna pointing up near your face as you speak.

SPECIFIC TO YOUR SYSTEM:

The main KRIG radio system operates in what is called a simulcast format. What this means to you as the user is on your main LAW and FIRE channels there is no need to select a specific site or tower to transmit to. When you press your push to talk button, all sites that are within your radios coverage footprint can hear your transmission, and the physical site that hears you best relays that information across the radio system. Also, when others talk back, all sites transmit that same information increasing the chances of you receiving the information being transmitted.

There may be times when you are not able to access the main law and fire channels / system. This may be due to a system failure, heavy or emergency traffic, or just in a poor coverage area. In these cases, you have access to standalone repeaters at different locations in the county. Keep in mind, when using these specific resources, you will only be able to communicate with others that are on that same channel. This includes field users as well as the dispatch center.

INSERT RADIO CHARTS BELOW:

