



# **DIRECTIVES**

## **Oak Creek Police Department**

**Effective Date:**  
November 15, 1991

**Reviewed Date:**  
May 15, 2019

**Sign-Off Date:**  
May 30, 2019

**Title:**

### **RADIO COMMUNICATIONS POLICY**

**Directive Number:**

13-200

**Critical Policy**

☐ Yes ☒ No

**Open Record**

☒ Yes ☐ No

**Total Pages:**

**10**

**Applicability:**

All Employees

#### **I. PURPOSE AND OBJECTIVES**

Communications is recognized as a vital ingredient to ensure successful operations of the City of Oak Creek Police and Fire Departments. Without effective communications, the Oak Creek Police and Fire Departments operate in a vacuum, unable to provide those services necessary for the protection of the public interest, as well as the employee's own safety. This policy is intended to establish guidelines for the receipt of calls and the dispatching of personnel and thus allow the Oak Creek Police and Fire Departments to respond to service calls safely and efficiently.

#### **II. POLICY STATEMENT**

The Communications Center is the focal point of the public's calls for emergency and non-emergency services and is the means by which emergency service resources are assigned. All requests for services will be handled on a basis of importance which reflects the objectives of the Oak Creek Police and Fire Departments. All radio communications shall be conducted in accordance with Federal Communications Commission (FCC) procedures and requirements.

#### **III. AUTHORITY**

- A. Federal Communications Commission (FCC) rules, Section 90.405, Permissible Communications
- B. Police Department Rules of Conduct and department policy
- C. State of Wisconsin TIME and CIB system regulations
- D. Federal and state laws governing discrimination and sexual harassment

#### **IV. PROCEDURES**

##### **A. Communications Component**

1. The Communications Unit is the component of the department with general responsibility for the communications functions. However, all personnel shall assume responsibility for the communications functions of the department as it relates to their respective position.

#### IV. PROCEDURES - *Continued*

2. The Communications Unit is comprised of civilian dispatchers supervised by the Dispatch Manager and two Dispatch Supervisors.
  - a. The Dispatch Manager reports directly to the Operations Captain. The Operations Captain is the Chief's designee that oversees the Communications Unit.
3. The Communications Unit has primary responsibility for the communications function of the department, to include:
  - a. Staffing/operating the Communications Center
  - b. Coordinating radio communications
  - c. Coordinating telephone communications
  - d. Teletype and automated data communications
4. The Communications Unit is also responsible for providing radio and/or telephone dispatch service for the Oak Creek Fire Department.

#### B. Communications Center

1. The Communications Center shall serve the City of Oak Creek as the receiving point for all 9-1-1 police, fire and medical emergency telephone calls and the point of origin for all related emergency dispatch efforts.
2. Access to the Communications Center shall be limited to authorized personnel conducting official business.
3. Communications Center personnel shall routinely monitor and record the status of all police officers performing field duties. This practice shall apply to any activity that takes an officer out of service, whether an assigned call for service or an officer-initiated activity.
4. Communications Center personnel shall serve as a police officer's source for teletype and automated data, such as that available from NCIC, CIB, DOT, MAJIS and in-house computer checks for officers in the field.
5. Communications Center personnel shall serve as a liaison between police officers/firefighters in the field and external agencies (e.g., telephone and utility companies, other law enforcement/fire department agencies, human service organizations, towing services, cabs, etc.) that may be required to support police and fire operations.

#### V. INTERPERSONAL COMMUNICATIONS

- A. Employees conducting business on behalf of the Oak Creek Police Department in person or by telephone shall do so in a courteous and professional manner.
- B. Employees handling citizen requests for service in person or by telephone shall make every reasonable effort to provide proper assistance.

## VI. RADIO COMMUNICATIONS

- A. Oak Creek Police Department has a project 25 digital trunked simulcast multi-zone 800MHz radio system allocated by the FCC. The 800MHz will be utilized in accordance with radio procedures standardized countywide. The frequencies for the department have been identified as “OCPDDISP (A-1) and OCPDTAC1 (A-2) through OCPDTAC4 (A-5).”
  - 1. OCPDDISP (A-1) has been designated as the primary frequency. The following is a synopsis of the type of traffic considered appropriate for this frequency.
    - a. Assignment of personnel
    - b. Initial report of all officer-initiated activity including traffic stops
    - c. Acknowledgement of all assignments
    - d. Final clearance of all assignments
    - e. Dissemination of wanted or attempt to locate information
    - f. Responses to requests for driver's license and vehicle registration checks
    - g. Foot pursuits
  - 2. OCPDTAC2 (A-3) has been designated as the tactical channel. The following is a synopsis of the type of radio traffic considered appropriate for this frequency.
    - a. Tactical situation communications
    - b. Drug or other undercover assignments
  - 3. OCPDTAC1 (A-2), OCPDTAC3 (A-4) and OCPDTAC4 (A-5) can be used as alternate channels when the others are in use.
- B. To Initiate Non-Emergency Communication With Another Agency:
  - 1. Switch to “OALAWCAL” (A-15)
  - 2. Identify yourself (“Oak Creek 840 to West Milwaukee dispatch on OALAWCAL”).
  - 3. State your request.
  - 4. Their dispatch center will instruct their squad to go to “OALAWCAL”.
  - 5. Brief radio transactions can be conducted using “OALAWCAL”; however, longer than a few simple phrases and more involved communications must be moved to another talk group, i.e., “MCLAW1 through MCLAW4” (D-2 through D-5 on our radios).
  - 6. When switching from our primary channel OCPDDISP(A-1), the radio **must** remain in the scan mode so that our dispatch center can communicate with you.
  - 7. While on OALAWCAL, be advised that **all** dispatch centers will be able to hear your conversations.

VI. RADIO COMMUNICATIONS - Continued

8. Should the “OALAWCAL” talk group be restricted and unavailable for general use during a weather emergency or other reason, “MCLAW1” will automatically become the primary contact point for initial inter-agency communications. The remaining three county talk groups will be reserved for longer duration communications.

## C. Vehicle Pursuits (Pursuit Policy – #8-300):

1. **When involved in a vehicle pursuit, especially an inter-jurisdictional pursuit, our squads need to transmit on “OACHASE” (A-16).** Upon the initiation of a pursuit, Oak Creek Dispatch will patch OCPDDISP (A-1) to OACHASE (A-16). If there is an issue with the patch or dispatch is unable to successfully complete it, Oak Creek squads will manually switch to and transmit the pursuit on OACHASE (A-16).
  - a. In the event a pursuit is already occurring on OACHASE (A-16), the backup channel will be OALAWCAL (A-15).
2. The MCSO Dispatch Center’s responsibilities during a pursuit initiated by another agency will generally be limited to restricting the use of “OACHASE” by other users.
3. The Milwaukee County Sheriff’s Department will not intercede in the incident unless there is a specific request for aid by an authorized representative of the initiating agency, or if there are grounds for initiating an independent incident by the Sheriff’s Department.
4. The Milwaukee County Sheriff’s Department will take control of the incident only if the initiating agency is no longer capable of controlling the incident. Once control of the incident has been transferred to the Sheriff’s Department, management of the incident will be governed by the internal policies and procedures of the Sheriff’s Department.

## D. Critical Incidents:

1. When our agency becomes involved in a critical incident involving only our personnel, the critical incident will remain on OCPDDISP (A-1). Patrol units not assigned to the critical incident will switch to OCPDTAC1 (A-2). If the critical incident involves the use of the E.R.U., they should utilize OCPDTAC2(A-3) for their communications. *Radios should be taken out of scan mode when officers are assigned at a critical incident.*
2. **Restricting a Radio Channel** - To ensure critical communication has available airtime, a supervisor can restrict a specific channel for an incident. Channel restriction will be accomplished by the supervisor announcing over the main channel which channel will be restricted for the incident and which channel all other air traffic should switch to. Example “This channel is restricted to officer involved shooting radio traffic only. All other radio traffic should switch to TAC1.”
3. If our agency becomes involved in a critical incident in which other agencies are responding, i.e., a SMART response, it is imperative that our incident commander utilizes one of the countywide channels dedicated for that purpose as soon as possible. There are eight channels that have been designated for multi-agency response. For incidents in Milwaukee County they are MCLAW1 (B-2 or D-2), MCLAW2 (B-3 or D-3), MCLAW3 (D-4), and MCLAW4 (D-5). For incidents in Waukesha County they are WKLaw1 (B-5 or D-7), WKLaw2 (B-6 or D-8), WKLaw3 (D-9) and WKLaw4 (D-10).

## VI. RADIO COMMUNICATIONS - *Continued*

4. The radio template also includes a few other tactical channels that are nationally dedicated Law Enforcement interoperability channels. They are 8TACGOLD (B-11), 8TACBLAC (B-12), and 8TACGRAY (B-13). These are 'point-to-point' channels which operate from radio-to-radio, without use of a tower. Dispatch cannot monitor these channels, and if units are too far away from the scene, they will not be able to pick up the radio traffic. The range on these channels is 1 mile. These channels can be utilized for tactics during an incident where the mutual aid units may be on a different radio system.
5. The Milwaukee County Sheriff's Department Dispatch Center will serve as the clearinghouse for use of all countywide talk groups and will be responsible for the assignment and restriction of specific talk group channels during emergencies, tactical incidents or heavy radio traffic.
6. ***Our department will continue to utilize Verizon phones for sensitive communications on scene.***

### E. Preplanned Incidents/Events:

1. When there is a preplanned event that may require multiple jurisdictions, the OAGTAC channels should be utilized. The channel will have to be reserved through Milwaukee County Emergency Management and an ICS 205 will have to be filled out. The OAGTAC channels are channels that every agency on the OASIS system will have on their portables. These are number OAGTAC1 (E-2) through OAGTAC12 (E-13).
2. In the event the channel is needed in an emergency situation, a channel can be chosen and use may begin. Dispatch would then need to notify the County Dispatch Center of same.

### F. Radio Failures:

1. When there is a radio failure, squad and portable radios will automatically switch to back up. Dispatch will have to change to OCPDDISP\_BU. Squads will be unable to scan and will lose use of the emergency button, but the radio will still work.
2. In the event we lose radios and back up, the channel will be in what is called "fail soft." Every agency in the county will be on the same channel and there will be a beep every 15 seconds on the channel. In this event, units should switch to A-8 in their squads and portables. This channel is named OC\_VHF\_TAC. Dispatch will have to change to OCVHF\_TAC\_BU\_9. This channel is a City VHF channel that will be shared with Oak Creek Fire during fail soft events only. Due to this channel being shared with the Fire Department, radio transmissions should be limited to urgent and critical communications. (The OC\_VHF\_TAC channel will only work on the Motorola APX 7000 radios which are 'dual band'.)

### G. Attached to this policy are lists of the "Official Ten Code Signals" and the "Official Phonetic Alphabet" used by the Oak Creek Police Department. All communications personnel and officers should adhere to this list.

### H. Pertinent information should be repeated. For example, license plates, addresses, and names should be said and then spelled phonetically.

When making a traffic stop, requesting a 10-28 or 10-29, or requesting other information, the officer calls in his/her number and the information requested, and then waits for acknowledgement from the dispatcher. This will ensure that the dispatcher received the proper information and the officer can get the proper response in a more accurate and timely manner.

## VI. RADIO COMMUNICATIONS - *Continued*

- I. When an officer is assigned a call for service, he/she will acknowledge receiving the call, with a radio response to the dispatch center to include his/her number followed by a 10-4 and the location from which he/she will be responding.
- J. During emergency situations, such as vehicle or foot pursuits, crimes in progress, major occurrences etc., communications personnel or supervisors may restrict radio traffic. During radio restrictions, only transmissions pertaining to the emergency situation shall be permitted. During these situations personnel shall use the "Echo" system. Those receiving a radio transmission will repeat what the sender has said to verify the information being sent. The sender will then acknowledge that the information has been "echoed" by stating 10-4 to the repeated information.
- K. At a minimum, officers shall be required to report their status to the Communications Center by radio, telephone or MDC when:
  - 1. Arriving at or clearing an assignment
  - 2. Arriving at or clearing a back-up assignment
  - 3. Making any traffic or pedestrian stop, including location of the stop and identifying information of the vehicle or pedestrian
  - 4. Temporarily out of service or back in service
  - 5. Initiating any citizen contact, enforcement action or investigative activity
  - 6. An officer feels his/her safety may be in jeopardy.
  - 7. An officer exits his/her vehicle and will be utilizing a handheld, portable radio.

Supervisors are responsible for monitoring radio transmissions and shall ensure compliance with policy.

## VII. TELEPHONE COMMUNICATIONS

### A. Emergency Telephone Communications

- 1. The Oak Creek Police Department shall provide an emergency 9-1-1 telephone system providing all citizens of Oak Creek and St. Francis with toll-free telephone access to emergency police, fire and medical services.
- 2. When answering a 9-1-1 call, Communications Center personnel will answer in the following manner: "9-1-1, where is your emergency?"

### B. Non-Emergency Telephone Communications

- 1. The majority of telephone calls received by the Oak Creek Police Department are received on non-emergency telephone lines. It is the policy of the Oak Creek Police Department to answer all calls in a timely manner and provide the necessary information and/or services.
- 2. When answering a non-emergency telephone call, Communications Center personnel will answer in the following manner: "Police and Fire Dispatch" followed by the person's title and last name.

## VII. TELEPHONE COMMUNICATIONS - *Continued*

### C. Verizon Cell Phone Guidelines

1. The Verizon cell phones are designed to provide a means of conducting official telephone communications while remaining mobile and providing support to operations requiring mobile phone communications.
2. The Verizon cell phones shall not be used for personal or non-essential calls.
3. Officers must use the Verizon cell phones with regard to the Department's *Operation of Department Vehicles Policy #8-100*. Officers have the option to find a safe place to stop to send and receive messages.

## VIII. MDC GUIDELINES

- A. MDC's are designed to supplement the dispatch center.
- B. Officers must continue to call out via squad radio when they are out of the squad.
- C. MDC's are for official use only and all FCC rules are to be enforced.
- D. Officers must use the MDC with regard to the Department's *Operation of Department Vehicles Policy #8-100*. Officers have the option to find a safe place to stop to send and receive messages.
- E. Supervisors are responsible for monitoring MDC transmissions and shall ensure compliance with policy.

## IX. TELETYPE AND AUTOMATED DATA COMMUNICATIONS

- A. The Communications Center shall be the source of teletype and automated data information for all field operations.
- B. Communications Center personnel shall have access to the Transaction Information for Management of Enforcement (TIME) teletype and automated data system hardware.
- C. The TIME system provides access to a number of data files, including the following:
  1. National Crime Information Center (NCIC) containing information of national significance on wanted and missing persons, stolen vehicles, assorted stolen property, and individual criminal history.
  2. Wisconsin Crime Information Bureau (CIB) containing information of statewide significance on wanted and missing persons, stolen vehicles, assorted stolen property, probation and parole status, and individual criminal history.
  3. Wisconsin Department of Transportation (DOT) containing state driver's license and vehicle registration information.

## IX. TELETYPE AND AUTOMATED DATA COMMUNICATIONS - *Continued*

- D. The TIME system also provides access to the National Law Enforcement Telecommunications System (NLETS) which provides administrative message service nationwide and access to all other state motor vehicle/driver files.
- E. Communications Center personnel receiving teletype messages of relevance to field officers (e.g., stolen vehicles, missing persons or wanted person information) shall immediately relay the information to all officers via the MDC. A hard copy of such messages shall be placed in the Patrol Pass-On Book for dissemination to all officers beginning a tour of duty after the initial broadcast.
- F. All communications personnel will be required to hold a current certification as a TIME system operator, issued by the Wisconsin Department of Justice.

## X. COMPUTER AIDED DISPATCH

- A. The Communications Center Personnel will be required to utilize the Oak Creek Police Department's computer aided dispatch (CAD) system in an efficient and accurate manner.
- B. All requests for service will be promptly entered when they are received and when they are dispatched.
- C. All officer status changes will be documented properly.
- D. All officer activity will be entered into the CAD system in an accurate and timely fashion.
- E. All required CAD information will be filled in by the Communications Center personnel as quickly and as accurately as possible.

## XI. DETERMINATION OF CALL PRIORITY

- A. All requests for service will be handled in the order in which they are received as rapidly as possible. However, certain calls (e.g., in-progress crimes or situations where an individual's safety or health are at risk) will be given priority over routine calls. When determining call priority, many factors are to be considered. While it is not possible to consider all things, the following two factors are to be considered in every instance:
  - 1. Severity of Need: Consider the threat or potential threat to life and/or property. Dispatch will advise responding officers on the circumstances so officers will know how to respond.
  - 2. Total Circumstances: Total circumstances are to be considered when establishing priority for calls. The dispatchers shall employ common sense when setting call priorities.

## XII. RELEASE OF INFORMATION BY DISPATCHERS

- A. The release of information to the news media by Communications Center personnel will be restricted to department authorized press releases. Any other information will only be released with the authorization of the shift commander.

## XII. RELEASE OF INFORMATION BY DISPATCHERS – *Continued*

- B. Under no circumstances will Communications Center personnel answer any questions, release any information, or make any statement regarding any incidents or any operations of the Oak Creek Police Department without prior approval of the commanding officer.
- C. Under no circumstances shall the address, phone number, or any personal information of any department personnel be released to anyone except another member of the department.

## XIII. EMPLOYEE PERFORMANCE EXPECTATIONS

- A. What is permitted? Radio and mobile data computer transmissions will be limited to duty-related business.
- B. What is not permitted? The following examples are prohibited:
  - 1. Personal messages that are non-duty related.
  - 2. Language that creates an intimidating, hostile or offensive working environment.
  - 3. Sexual comments of a provocative or suggestive nature. This includes jokes or innuendoes.
  - 4. Misuse of radio transmissions that include radio code clicking, greeting and gratitude expressions, profanity and noisemaking.

## XIV. METHODOLOGY

- A. The users of voice radio and mobile data computers shall be personally responsible for the proper use of this department equipment. Monitoring will be conducted to ensure compliance with department performance expectations.
- B. The employer has considerable potential liability for misuse of verbal and electronic radio transmissions.
- C. Every radio system must be governed by a set of reasonable and appropriate local rules and regulations. Since the licensee is directly responsible for the proper operation of the radio system in accordance with FCC rules and regulations, it behooves the licensee to ensure complete compliance with proper channel usage.

## XV. EQUIPMENT

- A. Each officer has been issued a portable radio for duty capable of communicating over the 800MHz network. It is the officer's responsibility to assure that the radio is functioning properly; and if there are problems, to report them to the administrative captain.
- B. There will be a bank of spare radios kept in the 2<sup>nd</sup> shift Lieutenant's office. These radios will be used by auxiliary police, replacements due to problems with an officer's radio, and extra radios in case of an emergency. A supervisor will sign the radio out to the person using it and sign it back in when it is returned. These radios should be returned at the end of the immediate use and not kept for an extended time.

## XVI. DISCLAIMER

The Radio Communications Policy developed by the Oak Creek Police Department is for internal use only, and does not enlarge an officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of the Radio Communications Policy can only be the basis of a complaint by this Department, and then only in a non-judicial administrative setting.

## REFERENCE

Operation of Department Vehicles Policy #8-100.

Pursuit Policy #8-300

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Steven J. Anderson  
Chief of Police

DRS/smv

- Attachments:
  - Addendum I – Oak Creek Police Department Official Ten Signals
  - Addendum II – Oak Creek Police Department Phonetic Alphabet

Policies/Radio Communications Policy

## OAK CREEK POLICE DEPARTMENT OFFICIAL TEN SIGNALS

|       |                                                        |       |                                                                                 |
|-------|--------------------------------------------------------|-------|---------------------------------------------------------------------------------|
| 10-1  | Unable to copy                                         | 10-26 | Detaining a subject                                                             |
| 10-2  | Signal good                                            | 10-27 | Drivers license information                                                     |
| 10-3  | Affirmative                                            | 10-28 | Vehicle registration information                                                |
| 10-4  | Acknowledgement                                        | 10-29 | Check records for wanted                                                        |
| 10-5  | Relay                                                  | 10-30 | Illegal use of radio                                                            |
| 10-6  | Busy—Stand by unless urgent                            | 10-31 | VIN check                                                                       |
| 10-7  | Out of service (give location and/or telephone number) | 10-32 | Man with gun                                                                    |
| 10-8  | Back in service                                        | 10-33 | Deploy Squad Rifle                                                              |
| 10-9  | Repeat                                                 | 10-34 | Riot                                                                            |
| 10-10 | Fight in progress                                      | 10-35 | Major crime alert                                                               |
| 10-11 | Dog call                                               | 10-36 | Correct time                                                                    |
| 10-12 | Suspect within hearing distance                        | 10-37 | Investigate suspicious vehicle                                                  |
| 10-13 | Weather and road report                                | 10-38 | Stopping suspicious vehicle (give station complete description before stopping) |
| 10-14 | Report of prowler                                      | 10-39 | Urgent—Use red light/siren                                                      |
| 10-15 | Convey prisoner                                        | 10-40 | Silent run—no red light/siren                                                   |
| 10-16 | Domestic trouble                                       | 10-41 | Beginning tour of duty                                                          |
| 10-17 | Meet complainant                                       | 10-42 | Ending tour of duty                                                             |
| 10-18 | Complete assignment quickly                            | 10-43 | Information                                                                     |
| 10-19 | Return to station                                      | 10-44 | Request permission to leave patrol for ____                                     |
| 10-20 | Location                                               | 10-45 | Animal carcass in ____ lane at ____                                             |
| 10-21 | Call station by telephone                              | 10-46 | Assist motorist                                                                 |
| 10-22 | Disregard                                              | 10-47 | Emergency road repair                                                           |
| 10-23 | Arrived at scene                                       | 10-48 | Traffic standard needs repairs                                                  |
| 10-24 | Assignment completed                                   | 10-49 | Traffic light out                                                               |
| 10-25 | Report in person to _____                              |       |                                                                                 |
| <hr/> |                                                        |       |                                                                                 |
| 10-50 | Accident—F / PI / PDO                                  | 10-75 | In contact with _____                                                           |
| 10-51 | Wrecker needed                                         | 10-76 | En route                                                                        |
| 10-52 | Ambulance needed                                       | 10-77 | ETA (estimated time of arrival)                                                 |
| 10-53 | Road blocked                                           | 10-78 | Need assistance                                                                 |
| 10-54 | Livestock on highway                                   | 10-79 | Notify coroner                                                                  |
| 10-55 | Intoxicated driver                                     | 10-80 | Vehicle pursuit                                                                 |
| 10-56 | Intoxicated pedestrian                                 | 10-81 | Out to lunch                                                                    |
| 10-57 | Hit and run—F / PI / PDO                               | 10-82 | Reserve lodging                                                                 |
| 10-58 | Direct traffic                                         | 10-83 | Badger check                                                                    |
| 10-59 | Escort                                                 | 10-84 | If meeting _____, advise ETA                                                    |
| 10-60 | Squad in vicinity                                      | 10-85 | Open garage door                                                                |
| 10-61 | Personnel in area                                      | 10-86 | Close garage door                                                               |
| 10-62 | Reply to message                                       | 10-87 | Food at station                                                                 |
| 10-63 | Prepare to make written copy                           | 10-88 | Advise phone number to contact                                                  |
| 10-64 | Message for local delivery                             | 10-89 | Location check (all units)                                                      |
| 10-65 | Net message assignment                                 | 10-90 | Bank alarm                                                                      |
| 10-66 | Message cancellation                                   | 10-91 | Open/ Unsecure door on a building                                               |
| 10-67 | Clear to read net message                              | 10-92 | Improperly parked vehicle                                                       |
| 10-68 | Dispatch information                                   | 10-93 | Blockade                                                                        |
| 10-69 | Message received                                       | 10-94 | Drag racing                                                                     |
| 10-70 | Fire alarm                                             | 10-95 | Use caution                                                                     |
| 10-71 | Advise nature of fire (size/type/contents of bldg)     | 10-96 | Mental subject                                                                  |
| 10-72 | Report progress of fire                                | 10-97 | Secure building                                                                 |
| 10-73 | Smoke report                                           | 10-98 | Prison or jail break                                                            |
| 10-74 | Negative                                               | 10-99 | Wanted person or stolen property                                                |

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**OAK CREEK POLICE DEPARTMENT  
PHONETIC ALPHABET**

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**A – ADAM**

**B – BOY**

**C – CHARLES**

**D – DAVID**

**E – EDWARD**

**F – FRANK**

**G – GEORGE**

**H – HENRY**

**I – IDA**

**J – JOHN**

**K – KING**

**L – LINCOLN**

**M – MARY**

**N – NORA**

**O – OCEAN**

**P – PAUL**

**Q – QUEEN**

**R – ROBERT**

**S – SAM**

**T – TOM**

**U – UNION**

**V – VICTOR**

**W – WILLIAM**

**X – X-RAY**

**Y – YOUNG**

**Z – ZEBRA**