



November 15, 2012

**SUBJECT: DIGITAL UHF PORTABLE RADIO DISTRIBUTION AND
TRANSITION PROCEDURE**

The Chicago Fire Department's transition to the Digital UHF Radios is scheduled to occur at 0800 hours on November 18, 2012. All communications to the Main or Englewood Fire Alarm Office currently utilizing the VHF radio will be conducted on the new CFD UHF Digital Radio System in the appropriate wide band zone.

All VHF mobile radios (apparatus radios) will be turned to the administrative channel (channel 3) at an appropriate volume level to be heard. This channel will be used by the OEMC to contact companies if they cannot be reached on the CFD Digital Radio System.

Fire Suppression and Rescue (FS&R)

In preparation for the transition, portable radios and supplies are being distributed to all FS&R Chief Officers and companies, including spare radios to each District. As a reminder, the following provisions will take place over the course of the next week (November 12-17, 2012) during the distribution:

- All newly distributed UHF portable radios and supplies shall immediately be entered into FS&R companies' appropriate inventories and documented in the Company Journal.
- Newly distributed UHF portable radios shall be secured, but available, during this week for training and familiarization purposes.
- Portable UHF radios currently designated for telemetry (EMS radio) use will be exchanged at the time of new radio distribution. They will be returned in the future after upgrades are complete.
- One (1) of the newly distributed UHF portable radios will be programmed with the appropriate wide band MED Zone (ILW, NWW, UCW) for the company's assigned resource hospital. This radio shall be placed in the QRB until the transition date.
- The other newly distributed UHF portable radios shall be programmed to the FDW zone.
- VHF portable radios currently in use will be safeguarded upon transition in company quarters for pick up by Battalion Chiefs in the immediate future.
- Chief Officers shall receive a Motorola APX 7000 "red" Dual Band Radio. This radio shall be programmed to the FDW zone.
- Battalion Chief apparatus radios that have received the upgrade shall utilize the FDW zone on the transition date.
- All newly distributed Portable Digital UHF Radios must be available for use on Sunday, November 18, 2012.

Emergency Medical Services (EMS)

EMS transition to the updated channel plan/code plug is scheduled to occur at 0800 hours on November 18, 2012. In preparation for the migration, portable radios are being distributed to all EMS Chief Officers and ALS/BLS ambulance companies, including spare radios to each Field Division. The following provisions will take place over the course of the next week (November 12-17, 2012) during the distribution:

- All newly distributed UHF portable radios and supplies shall immediately be entered into EMS companies' appropriate inventories and documented in the Company Journal.
- Newly distributed UHF portable radios shall be secured, but available, during this week for training and familiarization purposes.
- Newly distributed portable radios in preparation of the transition will be programmed to the EMSW zone or respective telemetry wide band zone (ILW, NWW or UCW).
- Portable UHF radios currently in use will be collected on November 18 by Field Chiefs and brought to the appropriate Field Division. These radios will be returned in the future after upgrades are complete.
- EMS Chief Officers shall receive a Motorola APX 7000 "red" Dual Band Radio. This radio shall be programmed to the EMSW zone or the appropriate telemetry wide band zone.
- Paramedic Field Chief and Ambulance apparatus radios that have received the upgrade will utilize the EMSW zone or respective telemetry wide zone (ILW, NWW or UCW) on the transition date.
- **All newly distributed Portable Digital UHF Radios must be available for use on Sunday, November 18, 2012.**

If any member has a question regarding the operation of their digital portable radio, the member will notify their company officer who will contact the 24-hour Radio Operations Monitoring Program at any of the following numbers:

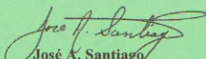
312-745-7411

312-745-2441

Marshal Lines 9427 or 9428

If a radio is placed out of service, members are to follow the procedures outlined in the Radio Manual and Department Policies.

APPROVED:


José A. Santiago
Fire Commissioner

TO BE READ AT FOUR ROLL CALLS AND POSTED

Distribution: A