
VERDUGO FIRE COMMUNICATIONS DESK PROCEDURE 18-3

DATE: MARCH 19, 2018

SUBJECT: VOICE MUTE RADIO PROCEDURES

REFERENCE: VERDUGO POLICY & PROCEDURES MANUAL

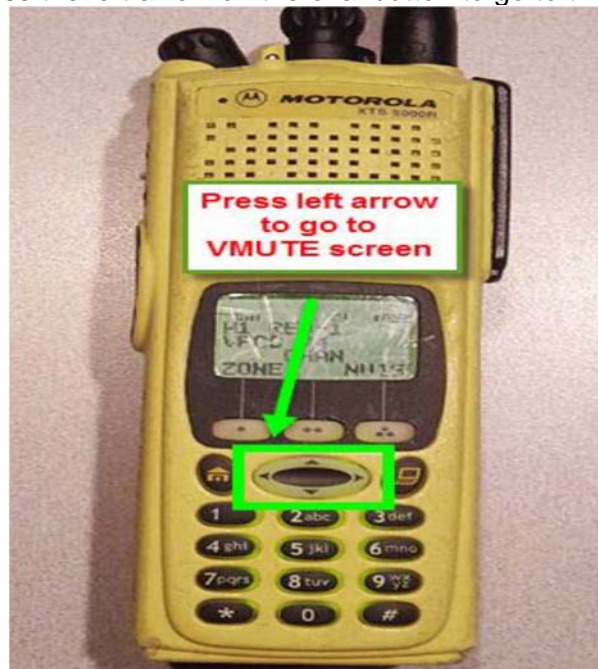
VOICE MUTE Procedure:

When a member of the dispatch team (Fire Communications Operator or Fire Communications Shift Supervisor) leaves the dispatch floor during their assigned shift hours for a break, a meal run or for any other approved reason he/she will take with them VFC portable radio #4.

VFC portable radio (VFCPR), #4 (35904/yellow shrink wrap on the antenna) has been programmed with voice-mute (VMUT) capability. This allows the radio to be set in VMUT which will allow it to be turned on, but 'silenced' (no radio traffic.)

The radio can then be 'toned-out' and unlocked by the Motorola MDC7500 radio controller, which will allow radio traffic to be heard on the radio. The following instructions will allow you to place the radio in VMUT:

1. Turn on the radio. Press the left-arrow on the oval button to go to the VMUT screen:



2. Press the center button with two-dots to go to the VMUT ON/OFF screen:



3. Press the button with the single-dot to turn VMUT ON:



The radio is now in VMUT. The radio is on but muted. To turn VMUT off, simply press the push-to-talk (PTT) button on the radio.

To 'tone-out' the radio, press the **VFCC RECALL** button on the Motorola MDC7500 radio controller. The radio will generate an alert—a series of four-beeps at 5-second intervals, and radio traffic will now be heard on the radio. To stop the four-beep alert, press the PTT button. Repeat steps 1-3 above to set the radio back into VMUT.

NOTE: The VFCPR can be toned-out at any time the radio is turned on, whether VMUT is ON or OFF.

Silvio Lanzas, Deputy Chief