

Summary Report for Individual Task  
011-15Q-1021  
Communicate Using Interphone Procedures  
Status: Approved

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**Distribution Restriction:** Approved for public release; distribution is unlimited.

**Destruction Notice:** None

**Foreign Disclosure: FD5** - This product/publication has been reviewed by the product developers in coordination with the USAACE/Fort Rucker foreign disclosure authority. This product is releasable to students from all requesting foreign countries without restrictions.

**Condition:** As an Air Traffic Controller assigned to an ATC facility, given interphone equipment and information that has to be prioritized and transmitted, local publications and a current FAAO JO7110.65, Air Traffic Control. Some iterations of this task should be performed in MOPP 4.

**Standard:** Determine priority of messages, interrupt lower priority messages, transmit messages using correct format/phraseology, and terminate interphone messages with operating initials without error IAW FAAO JO 7110.65.

**Special Condition:** None

**Safety Risk:** Low

**MOPP 4:** Sometimes

<b>Task Statements</b>
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**Cue:** Information is received or obtained that must be prioritized and transmitted via interphone message procedures.

<b>DANGER</b>
None

<b>WARNING</b>
None

<b>CAUTION</b>
None

**Remarks:** None

**Notes:** FAAO JO 7110.65 is a non-APD linked reference; this publication can be found on the Federal Aviation Administration (FAA) website under "Air Traffic Plans and Publications" or by going to the following address: [http://www.faa.gov/air\\_traffic/publications/](http://www.faa.gov/air_traffic/publications/).

## Performance Steps

1. Determine interphone transmission priority.
  - a. Give first priority to emergency messages including essential information on aircraft accidents or suspected accidents.
  - b. Give second priority to clearances and control instructions.
  - c. Give third priority to movement and control messages using the following order of preference when possible:
    - (1) Progress reports.
    - (2) Departure or arrival reports.
    - (3) Flight plans.
  - d. Give fourth priority to movement messages on VFR aircraft.
2. Use the words "emergency" or "control" for interrupting lower priority messages during an emergency or control message to transmit.
3. Use the format prescribed in FAAO JO 7110.65 for interphone intra/interfacility communications.
  - a. Identify your facility and/or position in a manner that ensures they will not be confused with another position.
  - b. (Caller) State the type of coordination to be accomplished when advantageous. For example, handoff or APREQ.
  - c. (Caller) State the message.
  - d. (Receiver) State the response to the caller's message followed by the receiver's operating initials.
  - e. (Caller) State operating initials.
4. Use the words or phrases as contained in the Pilot/Controllers Glossary in FAAO JO 7110.65.
5. Use the ICAO pronunciation of numbers and individual letters IAW FAAO JO 7110.65.
6. Emphasize appropriate digits, letters, or similar sounding words to aid in distinguishing between similar sounding aircraft identifications.
7. Terminate interphone messages with your operating initials.

(Asterisks indicates a leader performance step.)

**Evaluation Guidance:** Score the Soldier GO if all performance measures are passed (P). Score the Soldier NO GO if any performance measure is failed (F). If the Soldier scores NO GO, show the Soldier what was done wrong and how to do it correctly.

**Evaluation Preparation:** Setup: Test this task in conjunction with other facility or equipment related air traffic control tasks. Brief Soldier: Tell the Soldier to communicate relevant air traffic control data using interphone procedures.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Determined interphone transmission priority.			
2. Used the words "emergency" or "control" for interrupting lower priority messages during an emergency or control message to transmit.			
3. Used the format prescribed in FAAO JO 7110.65 for interphone intra/interfacility communications.			
4. Used the words or phrases as contained in the Pilot/Controllers Glossary in FAAO JO 7110.65.			
5. Used the ICAO pronunciation of numbers and individual letters IAW FAAO JO 7110.65.			
6. Emphasized appropriate digits, letters, or similar sounding words to aid in distinguishing between similar sounding aircraft identifications.			
7. Terminated interphone messages with your operating initials.			

**Supporting Reference(s):**

Step Number	Reference ID	Reference Name	Required	Primary
	FAAO JO 7110.65	Air Traffic Control (Use Current Version)	Yes	Yes

**Environment:** Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT. It is the responsibility of all Soldiers and DA civilians to protect the environment, and to participate in the Army's Environmental Management System (EMS) at the installation where they are assigned. The key points of an EMS are:

- a. We are committed to the prevention of pollution.
- b. We are committed to meeting all applicable legal and regulatory requirements.
- c. We will strive for continual improvement in environmental management.

A sustainable installation will use resources wisely to support the current mission, without compromising the ability to accomplish future missions.

Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment and reduce waste during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects.

**Safety:** In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination.

**Prerequisite Individual Tasks :** None

**Supporting Individual Tasks :** None

**Supported Individual Tasks :** None

**Supported Collective Tasks :** None