

Radio Manager Instructions

Evening:

1. Collect Radios and assure all are back in
2. Remove any non-working radios
3. Set radio channels for next day's use
4. Lock radio channels for designated radios
5. Apply labels for next day's use
6. Put radios on chargers and assure they are charging
7. Copy Radio list for next day's use

Morning:

1. Remove Radios from chargers
2. Put radios and ear pieces in numbered buckets
3. Put radio list on Official's Table
4. Be available at briefing to assist user's in operating radio's correctly

During the day:

1. Be on-call to troubleshoot radio problems