

CHICAGO TRANSIT AUTHORITY
OPERATING EMPLOYEE
CALL CODES
(RADIO AND TRAIN PHONE)

- 10-1 Receiving poorly
- 10-2 Receiving well
- 10-3 Stop transmitting
- 10-4 Message received and understood
- 10-8 In service
- 10-20 What is your location?
- 10-21 Call by telephone
- 10-40 How do you receive my radio transmission?
- 10-61 Employee injured
- 10-62 Employee sick
- 10-63 Other person sick or injured
- 10-68 Repeat message
- 10-71 Collision of CTA vehicle and an object
- 10-72 Collision of CTA vehicle and person
- 10-73 Collision of CTA vehicle and other vehicle
- 10-74 Collision of CTA vehicles
- 10-75 Derailment
- 10-77 Depress train PA switch until message is completed to allow controller to make announcement to passengers
- *10-80 Fire
- 10-81 Police - Not at scene or new rendezvous needed. Give location
- 10-83 Throwing at bus or train
- *10-86 Disturbance in progress
- *10-87 (Rail only) If train is standing in station, remain standing; if train is enroute to next station, stop, reduce speed, approach slowly and do not enter station until police or supervisor signals you to enter station

(OVER)

- *10-90 Bomb threat
- *10-91 Weapon threat
- 10-99 Dire emergency. Stop all other transmission

*Controller will send police, fire department and supervisors as appropriate in such cases.

GENERAL RULES

1. Direct all calls to the Control Center, not to other vehicles or locations.
2. All calls must be answered promptly, provided such action is consistent with safe operation.
3. To transmit, depress button, pause one or two seconds, then talk. To receive, release button.
4. Keep all messages short and concise. Use code numbers when applicable.
5. When speaking, hold the mike one inch from your mouth and speak in a normal voice.
6. Use standard terms when reporting equipment defects, delays or other occurrences.
7. Make all word transmissions in such a manner that passengers are not alarmed by them.
8. Only transmit company business.
9. Avoid the use of profanity or vulgarity.
10. If the radio becomes defective, call the Controller from the CTA or public telephone at the first opportunity.

For procedures regarding use of bus radio or train phone/radio, refer to "Operating Employees' Procedure to Establish Vocal Contact With Controller."