MCRP 2-15.3B

Reconnaissance Reports Guide

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Unless otherwise specified, masculine nouns and pronouns used in this publication refer to both men and women.

DEPARTMENT OF THE NAVY
Headquarters United States Marine Corps
Washington, DC 20380-1775

21 April 1998

FOREWORD

1. PURPOSE

Marine Corps Reference Publication (MCRP) 2-15.3B, *Reconnaissance Reports Guide,* provides tactical reference material on the content and format of reconnaissance reports. It is intended as a reference aid for tactical field use and is based on information contained in numerous doctrinal publications available to Marines. This publication is intended to be used not as a replacement for those source publications, but as a handy compilation of important tactical information.

2. SCOPE

MCRP 2-15.3B contains reference material that is frequently used in the collection and reporting of information resulting from Marine ground-reconnaissance operations. This publication was prepared primarily to assist reconnaissance patrol leaders and communicators functioning at the team level and the parent organization or supported unit to which the reconnaissance element may report. Leaders and staffs of supported organizations should also have knowledge of the contents of this manual so that they may have compatible reporting formats and, thereby, increased accuracy and consistency of reported information. This publication is in a loose-leaf format to better facilitate its use.

3. SUPERSESSION

None. This is a new publication that is based on information contained in locally produced publications and existing doctrinal manuals.

4. CERTIFICATION

Reviewed and approved this date.

BY DIRECTION OF THE COMMANDANT OF THE MARINE CORPS

J.E. RHODES
Lieutenant General, U.S. Marine Corps
Commanding General
Marine Corps Combat Development Command

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Reconnaissance Reports Guide

Table of Contents

General Information

1001. General. The purpose of report formats is to provide information in a *standardized* format within or between units. Standardized formats simplify and speed the accurate, timely flow of reports from information collectors to information analysts. Formats help to minimize confusion and assist the generation of tempo. In modern warfare, one can expect to conduct operations as part of a joint or allied/coalition force; this makes the disciplined use of accepted formats a requirement.

1002. Organization. A common listing of units of measurement is found in paragraph 1006. This paragraph lists codes for each unit of measurement that may be used throughout a particular report; these codes are common to all succeeding formats. Each individual report format included within this publication (Appendices A through U) is internally organized to provide a logical sequence for reporting the required information. The information comprising the report is organized to support analysis and ensure completeness of data. The information is arranged as a series of fields; each field contains adequate space for reporting in sufficient detail. The formats also support the use of brevity codes, which minimize transmission time and thereby increase the probability of survival for the reconnaissance patrol.

1003. Use. The formats in Appendices A through U are intended for use by the information collector for transmission of reports to the organization requiring that information. These reports may be used to provide initial information on specific objectives or areas. They may also be used to confirm or amplify information that is already known or reported.

1004. Training. Proper use of report formats requires training and practice. The reconnaissance team leader is responsible for the proper collection and reporting of information. That responsibility includes proper training and rehearsal of message reporting using these formats. To save valuable space in this field guide, completed examples of report formats have not been included. Detailed information on how to properly acquire, record, and report the required information may be found at the resident basic reconnaissance courses or within reconnaissance units. Proficiency should be developed through constant practice in collecting, formatting, sending, and receiving reports.

1005. Technological Advances. The acquisition and fielding of communications devices such as the digital automated communications terminal (DACT) and other similar systems will greatly increase the speed of the drafting and transmission of tactical reports. These devices will contain preformatted message menus and digital burst transmission features to increase accuracy, dependability, and team survivability, but they probably will not eliminate the requirement to maintain voice or continuous wave (CW) transmission capability. Aside from backup capability in the event of equipment failure, it may also be necessary to communicate nondigitally with allied or coalition partners.

1006. Units of Measurement

a. General. Line ALPHA of all of the appended reports indicates, through inclusion of relevant number codes, which units of measurement are referred to in the report text. Selections of units of measurement are made from the list below. Once designated in line ALPHA, the units of measurement are used consistently throughout that particular report.

Units of Measurement	Number Code
Measurements of distance or dimension:	
Meters	1
Yards	2
Feet	3
Measurements of declination or bearing:	
Degrees magnetic	4
Mils magnetic	5
Measurements of speed:	
Kilometers per hour	6
Miles per hour	7
Knots (nautical miles per hour)	8
Measurements of temperature (degrees):	
Degrees centigrade	9
Degrees Fahrenheit	10

b. Usage. Only those number codes that correspond to units of measurement that are actually used in the report are included in line ALPHA. Only one unit of measurement for each type of measurement is specified—for example, for measurements of dimension or distance, either the code 1 (meters), 2 (yards), or 3 (feet) can be used; it defeats the purpose of using the code to refer to more than one of the same type of measurement within a single report. For instance, if line ALPHA of a surf observation report (SURFREP)

specifies that code 3 (feet) is used as the unit of measurement, all measurements within that report are given in feet, not in meters or yards. This keeps measurement-unit use consistent throughout the report. If it is essential to use units of measurement that are different from those specified, these units of measurement must be stated specifically each time they are used in the text.

1007. General Communications Information

a. Primary Means of Communication. Radio is the primary means of communication for a reconnaissance patrol. Because reconnaissance patrols may operate at great distances from friendly positions, it is important that reconnaissance patrol leaders know the planning range of their radios and how to increase this range by using field-expedient antennas. Because of the electronic signature emitted by transmitting radios, it is imperative that reconnaissance patrols maintain the highest degree of communications security by shortening radio transmission lengths, by properly using the communications-electronics operating instructions (CEOI) and authorized brevity codes, by encrypting transmissions, and by using directional antennas to minimize detection.

b. Planning Range. The planning ranges for various radios now in use within the Marine Corps are:

AN/PRC-68	Very high frequency (VHF)	330 yards
AN/PRC-77	VHF	5 - 9 kilometers
AN/PRC-104	High frequency (HF)	Up to 1,000 miles
AN/PRC-113	VHF/ultrahigh frequency (UHF)	Line of sight
AN/PRC-119	Vehicular/manpack	Low power = 200 - 400 meters Medium power = 400 meters - 5 kilometers High power = 5 - 10 kilometers
	Vehicle only	Power amplifier power = 10 - 40 kilometers

c. Morse Code. Morse code, or CW transmission, is a fairly reliable means of long-distance communication, but it has some drawbacks. Because the radio transmits continuously to send CW, it is more susceptible to direction finding. Using CW transmission also requires a considerable amount of training to be able to send and receive messages, even at the reduced standard of six words per minute for reconnaissance personnel. However, short CW transmissions using brevity codes can be a highly reliable means of getting some important messages through when other means fail. CW transmission requires little power to send strong messages over a great distance. It is also highly effective in powering through interference or

jamming signals. Appendix V contains a Morse code chart to assist in refreshing the memory of the radio operator for those situations requiring CW capability. For more information on CW transmissions, see Fleet Marine Force manual (FMFM) 3-30, *Communications*.

d. Brevity Codes. Use of brevity codes can help to reduce transmission times and thereby increase the survivability of the reconnaissance team. The key to brevity-code use is strict control of codes. Control is exercised not only by clearly establishing procedures for use and actual codes, but also by limiting distribution to those who have a clear need. Codes should be rotated periodically to prevent unauthorized use or interception. An example of a locally produced brevity code matrix can be found in Appendix W.

e. Field-Expedient Antennas. Field-expedient antennas are temporary antennas designed and constructed by the user to increase the range of tactical radio sets. Field-expedient antennas provide increased signal efficiency through the use of an antenna that is specifically designed for the operating frequency in use, through elevation of the antenna above ground, or by concentrating the radiated signal along a given direction. Field-expedient antennas are easily constructed from MD-1-type communications wire (or a similar substitute, such as copper wire) by using poles or trees to provide support. The most important considerations are site location and physical location of the radio set within the site, whatever type of antenna is used.

f. Basic Antenna Types

Transmission Direction	Antenna Type
Omnidirectional	Whip
Bidirectional	Doublet
Unidirectional	Vertical half rhombic

g. Examples of Field-Expedient Antennas. For more information on field-expedient antennas, including examples of different types of field-expedient antennas and directions for their construction, see Fleet Marine Force reference publication (FMFRP) 3-34, *Field Antenna Handbook* (currently under revision as MCRP 6-22D).

h. Reporting Occasions. A team leader is responsible for reporting to his higher echelon of command. Local commanders assist this effort by establishing reporting windows for the transmission of routine traffic or routine reports, such as situation reports (SITREPs). Local commanders also establish priority reporting criteria for each committed team based on that team's information requirements (IRs), which are issued in the team's mission statement. Normally, teams do not maintain constant radio communication while moving and sometimes while in observation posts, but they do monitor and transmit messages during the established windows. The parent unit, however, establishes around-the-clock radio watches over primary and alternate nets so that teams can communicate immediately if necessary.

Terrain Reconnaissance for Aircraft Landing Zone (ALZ) Report (ALZREP)

This report deals with the reconnaissance of terrain for its possible development for use as an ALZ. Begin the report with the subject line of the message, the serial number and/or code name (coordinated before the insertion of the reconnaissance team), and map sheet details as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **Date-Time Group (DTG).** Record on this line the time when the reconnaissance of the ALZREP was completed.

CHARLIE **Location.** This information is reported and numbered by using subparagraphs as listed below.

1. This subparagraph reports, by grid references, the extremities of the tentative location of the ALZ, prefixed by the grid zone designators when there is any possibility of uncertainty about the map being used.

2. This subparagraph reports the grid reference of the location of the datum point (DP). The DP is the point from which all bearings and distances of any reference points (e.g., an obstacle) can be located. It should be possible for the DP to be accurately plotted and identified for use as a convenient point from which to measure and locate specific points on the ALZ.

DELTA **Orientation.** The bearing of the proposed axis of the runway to be used on the ALZ is provided by using the unit of measurement designated in line ALPHA.

ECHO **Description.** This line includes the description of the proposed ALZ in the following sequence:

- **1st.** The expected usable length of the ALZ, based on the requirements as briefed in the mission's IRs.
- **2nd.** The expected usable width of the ALZ, based on the requirements as briefed in the mission's IRs.
- **3rd.** The height of the ALZ above mean sea level (AMSL), using the unit of measurement designated in line ALPHA.
- **4th.** The gradient of the ground reconnoitered to be used for the tentative ALZ. This measurement should be expressed as a ratio. The ratio requirements should have been briefed in the mission IRs. As a rule of thumb, the ratio should be no greater than 1:30.

FOXTROT **Surface.** A description of the surface of the ALZ should be given by using the following numerical and letter codes:

Surface Hardness	Number Code
Hard	1

Moderate	2
Soft	3

ALZ Surface	Letter Code
Sand	A
Grass	B
Scrub	C
Snow	D
Ice	E
Coral	F
Marsh	G
Other (describe briefly)	H

GOLF

Drainage. A brief description of the drainage characteristics of the area should be reported in the following sequence:

- **1st.** The grid reference of any water sources that could contribute to flooding of the ALZ. A brief description of the water source should follow the grid reference.

- **2nd.** An indication of whether the ALZ has any surface/standing water. Transmit a Y (yes) or an N (no).

- **3rd.** The grid references of any streams, ditches, or other water exits that could be used to assist in draining the ALZ. The grid reference should be followed by a brief description of the type of drainage.

HOTEL **Obstacles On and Near the ALZ.** This line includes a report, by bearing and distance from the DP, of the locations and heights of any obstacles that could restrict aircraft use and safety on the ALZ. The type of obstruction is indicated by using the following letter codes and is reported in the following sequence: bearing, letter code of obstacle, distance, and height of obstacle.

Type of Obstacle	Letter Code
Rocks	A
Buildings	B
Fences	C
Trees	D
Pylons/high-tension wires	E
Poles/masts	F
Ditches	G
Craters	H
Other (briefly describe)	J

JULIET **Approach/Takeoff Obstacles.** Obstructions on the flight path approach/takeoff axis that could affect the angle of approach/climb as briefed to the team or stated in the mission IRs are reported. A standard guide for rate-of-climb ratios for different aircraft is as follows:

- Medium aircraft—1:40
- Light aircraft—1:20.

Obstructions along the approach/takeoff path that are higher than the following should be reported:

- 2 meters high at the end of the safety area (for all aircraft)
- 15 meters high within 61 meters of the safety area (for medium aircraft)
- 15 meters high within 305 meters of the safety area (for light aircraft).

These obstructions should be reported by using the following sequence and letter code: bearing from DP, letter code of obstacle, distance from DP, and height of obstacle.

Type of Obstruction	Letter Code
High ground	A
Buildings	B
Poles/masts	C
Trees	D
Pylons and high-tension wires	E
Other (specify)	F

KILO **Dispersal.** The grid reference of an area that is suitable for the dispersal of aircraft either adjacent to or as part of the ALZ is reported.

LIMA **Exits.** This includes a report of the grid reference(s) of possible road/trail exits from the ALZ to local lines of communications.

MIKE **Enemy.** Known enemy positions, strengths, and weapons are to be reported in the following sequence: sighting number, grid reference of sighting, strength, and weapons observed that could be critical to the accomplishment of the ALZ mission.

Note: An enemy sighting report (SPOTREP)/size, activity, location, unit, time, and equipment (SALUTE) report should normally be provided in addition to this report to amplify these enemy sightings and further clarify the enemy situation and possible intentions.

NOVEMBER **Local Resources.** This line describes resources that are available to engineers to use for airfield improvements and further construction. These should be reported by using the following codes:

Type of Material	Number Code
Gravel	1
Rock	2
Sand	3
Water	4
Timber	5
Other (specify and describe)	6

Quantity of Material	Letter Code
Large	A
Medium	B
Small	C

Note: Quantity estimation is to be related to the task to be achieved and should be prebriefed during patrol planning and published in the team's IRs.

PAPA

Remarks. Other information that is not covered in the report but that could prove vital to the accomplishment of the supported unit's mission and scheme of maneuver is provided. This information should be covered in the patrol's IRs.

Notes:

1. Lines need not be transmitted if they are either not known or not required. NC (no change) can be used to confirm information given in the reconnaissance briefing.

2. In the event that ground reconnaissance of an existing airfield is necessary, the above format will be supplemented with prebriefed IRs for reporting the usefulness of existing facilities and their vulnerability to destruction by occupying enemy forces.

ALZREP Worksheet

_____ this is _____
(receiver) (sender)

ALZREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - (C1) _____

(C2) _____

DELTA - _____

ECHO - (E1) _____

(E2) _____

(E3) _____

(E4) _____

FOXTROT - _____

GOLF - (G1) _____

(G2) _____

(G3) _____

HOTEL - _____

JULIET - _____

KILO - _____

LIMA - _____

MIKE - _____

NOVEMBER - _____

PAPA (remarks) - _____

_____

_____

_____

_____

_____

DTG - _____

Beach Survey Report (BEACHREP)

Begin with the subject line of the message and the serial number, followed by the code name and map sheet details as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **Location.** This line includes grid coordinates of left and right flanks of the beach being surveyed.

CHARLIE **Shape of the Beach.** The type of beach is reported by using the following numerical code:

Beach Shape	Number Code
Concave	1
Convex	2
Straight	3
Other (specify and describe)	4

DELTA **Beach Length.** The distance between the two beach flanks is reported in the unit of measurement designated in line ALPHA.

ECHO **Beach Width.** The distance from the high-water line to the hinterland is provided.

FOXTROT **Gradient.** This line provides the gradient of the beach from the foreshore to the backshore. The gradient should be estimated by using the following letter code:

Gradient	Letter Code
Flat—flatter than 1:120	V
Mild—1:61 to 1:120	W
Gentle—1:31 to 1:60	X
Moderate—1:16 to 1:30	Y
Steep—steeper than 1:15	Z

GOLF **Beach Exits.** This line gives the description of all beach exit points. All beach exits are listed sequentially, beginning with one, and described individually. Beach exits are described in the following sequence:

1. Grid reference of the beach exit.

2. Beach exit description using the following letter code:

Beach Exit Description	Letter Code
Infantry. If the exit is usable by infantry only.	A
Tracked Vehicles. If the exit is usable by both tracked vehicles and infantry.	B
Wheeled Vehicles. If the exit is usable by infantry and wheeled traffic.	C

	Unusable. If an area was previously determined to be a beach exit but as of this time is unusable for any type of exit from the beach.	D

3. Width of the beach exit, using the unit of measurement designated in line ALPHA.

4. Trafficability of the beach exit if it can support vehicle traffic. Use the letter code from line HOTEL.

HOTEL **Beach Trafficability.** This line provides a general description of the beach's ability to support vehicle traffic. The following letter code will be used to report this information.

Beach Trafficability	**Letter Code**
Firm. The beach will support 2-wheel-drive vehicles or 4-wheel-drive vehicles with trailers unless heavy continuous use is intended.	W
Moderate. The beach can be used by 3- or 5-ton vehicles, which should be able to start from rest by using all-wheel drive. Recommend using beach matting/roadway.	X

	Soft. Four-wheel-drive vehicles cannot start from rest but might be able to cross the beach if already on the move. Recommend using beach matting/roadway.	Y
	Very Soft. The beach is impassable to wheeled vehicles, and tracked vehicles may experience difficulty. Use of beach matting/roadway is required.	Z

Note: If there is a marked difference in the trafficability along the beach, this must be reported. Use the same letter code and any previously coordinated method of location to designate where the beach trafficability changes, followed by the present trafficability code.

JULIET **Littoral Drift.** Littoral drift is a current moving parallel to the beach. This information is reported in the unit of measurement designated in line ALPHA. The velocity of the current is reported to the nearest one-tenth of a knot. Direction of the current is reported L (left) or R (right) as viewed from seaward, as if the recorder were a coxswain in a boat heading toward the beach. This information is reported in the following sequence:

- **1st.** Velocity of current to the nearest one-tenth of a knot.
- **2nd.** Direction of the current as viewed from seaward L (left) or R (right).

- **3rd.** DTG of when this information was recorded.

Note: One knot is equal to 100 feet (31 meters) of drift in one minute. This information can be calculated by measuring the distance that an object floating in the water travels in one minute parallel to the beach. This method will also give the recorder the direction of the current.

KILO **Enemy.** If the enemy has been observed or contacted, state Y (yes) and submit a SPOTREP/SALUTE report separately. If no enemy has been observed, report NIL in this line of the report.

LIMA **Remarks.** Any other information is provided that may be critical to the accomplishment of an amphibious landing on the beach being reconnoitered. Requirements for information should be covered in the patrol's IRs.

BEACHREP Worksheet

_____ this is _____
(receiver) (sender)

BEACHREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - _____

FOXTROT - _____

GOLF - _____

HOTEL - _____

JULIET - _____

KILO - _____

LIMA (remarks) - _____

_____

_____

_____

_____

DTG - _____

Bridge Report (BRIDGEREP)

Begin the report with the subject line of the message followed by the serial number and map sheet details as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **Location.** This includes the grid reference of the bridge, followed by engineer classification, if known.

CHARLIE **Horizontal Clearance.** This line provides the minimum clear distance between the inside edges of the bridge structure from a height of 30 centimeters (1 foot) above the roadway surface and upward.

DELTA **Under-Bridge Clearance.** This is reported in the unit of measurement designated in line ALPHA and is the maximum clear distance between the underside of the bridge and the surface of the ground or water. If this water is tidal, the DTG of the measurement must also be included in the report.

ECHO **Spans.** Bridge span information will be reported in the following sequence by using the following letter/number codes:

- **1st.** The number, material, and type of span construction will be reported for each span by number and letter code.

- **2nd.** Spans will be listed in sequence starting from the west, or if a bridge is running close to a heading of north/south, the spans will be listed from the north to the south and the letter N will be inserted before the span information.

- **3rd.** Material of the span construction will be reported by using the following letter codes:

Type of Material	Letter Code
Steel or other metal	A
Concrete	K
Reinforced concrete	AK
Prestressed concrete	KK
Stone or brick	P
Wood	H
Other material (specify or describe)	M

- **4th.** The type of span construction will be shown for each span by using the following numerical code:

Type of Span	Number Code
Truss	1
Girders	2
Beams	3
Slab	4
Arch (closed spandrel)	5
Arch (open spandrel)	6
Suspension	7

Floating	8
Swing	9
Bascule (seesaw-type drawbridge)	10
Vertical lift	11
Other (specify or describe)	12

FOXTROT **Length and Condition of Spans.** This line provides a list by number of the lengths of individual spans in the order reported in line ECHO. If any spans are damaged, they are classified by using the following letter codes:

Amount of Damage	Letter Code
Significantly damaged but probably capable of supporting light vehicles.	A
Impassable to traffic but not totally destroyed.	B
Totally destroyed.	C

GOLF **Overall Length.** This is reported in the unit of measurement designated in line ALPHA and may be different from the sum of the span lengths.

HOTEL **Roadway Width.** This is reported in the unit of measurement designated in line ALPHA.

JULIET **Overhead Clearance.** This is reported in the unit of measurement designated in line ALPHA at the following points and in the following order:

- **1st.** Left shoulder.
- **2nd.** Center of roadway.
- **3rd.** Right shoulder.

If all overhead clearances are equal, then the measurement is reported only once. If there is unlimited clearance, then this line is omitted.

KILO **Bridge Bypass Potential.** This information is reported in the following sequence:

- **1st.** Location of bypass by grid reference.
- **2nd.** Overall bypass potential, using the following letter codes:

Bypass Potential	Letter Code
Bypass Easy. The obstacle can be crossed within the immediate vicinity of the bridge without any work to improve the bypass.	P
Bypass Difficult. The obstacle can be crossed within the	Q

immediate vicinity of the bridge, but some work will be necessary to prepare the bypass.

Bypass Impossible. Crossing the obstacle is only possible by using a detour that is some distance from the original site. R

- **3rd.** Nature of bypass, giving a brief description.
- **4th.** Restrictions, if any, including dimensions in the units of measurement reported in line ALPHA.

LIMA **Remarks.** This line includes any further remarks not already covered in this report that could be important to the overall scheme of maneuver of the unit that the team is supporting, for example, enemy activity in the area around the bridge being reconnoitered, overhead concealment, and so on.

BRIDGEREP Worksheet

_____ this is _____
(receiver) (sender)

BRIDGEREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - _____

FOXTROT - _____

GOLF - _____

HOTEL - _____

JULIET - (J1) _____

(J2) _____

(J3) _____

KILO - _____

LIMA (remarks) - _____

_____

_____

_____

_____

DTG -_____

Casualty Report (CASREP) Worksheet

_____ this is _____
(receiver) (sender)

CASREP - _____
(serial number followed by code name and map sheet details as required)

1. DTG - _____

2. Killed in action (KIA) - _____

3. Wounded in action (WIA) - _____

4. Missing in action (MIA) - _____

5. Format. A six-column report format is used when reporting friendly casualties.

Rank	Name	Social Security Number	Unit	Type of Wound	Evacuation Status
a.					
b.					
c.					
d.					

e.

f.

6. Remarks -_____

_____

Note: Operational reconnaissance patrols need only transmit kill numbers from patrol warning orders and kill sheets, which are turned in to the reconnaissance combat operations center before the team is inserted.

Confirmatory Beach Report (CONBEREP)

Begin this report with the subject line of the message and the serial number, followed by the code name and map sheet details as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **Offshore Obstructions.** This line should include previously unknown offshore obstructions that show above the water at low tide. These are listed sequentially, and the following information for each obstacle is transmitted individually as shown here:

- **1st.** Description of the obstacle.
- **2nd.** Location of the obstacle, either by grid reference or bearings and ranges from known landmarks that can be plotted on a map or chart.

CHARLIE **Littoral Drift.** Littoral drift is a current moving generally parallel to and adjacent to the shoreline. When it differs significantly in velocity or direction from earlier estimates, indicate the new velocity in knots to the nearest tenth of a knot. Direction of the current flow is expressed to the left or right. (See notes 1 and 2 later in this appendix.) This information is followed by the DTG of when this information was recorded.

DELTA **DP(s).** These are fixed positions to which the sounding lines are referenced. The existing situation will dictate whether one or more DPs will be required. DPs should

be designated by letters, for example, DP A, DP B, DP C, and so on, as required. Each DP must be a "fixed" position/point and should be reported by a grid reference (eight digits if possible) or by bearing and range from other known fixed positions/points that are represented on the maps or charts. These fixed points should be pre-coordinated before the team is inserted and should be assigned some sort of code designator.

ECHO **Sounding Interval.** This is the difference between each sounding on the sounding line. The sounding interval may vary by particular units, specific conditions, or commander, amphibious task force (CATF) requirements.

FOXTROT **Sounding Lines**

1. All sounding lines are numbered—F1, F2, F3, and so on—and information relating to these sounding lines is provided in five sections (A through E); each section reports different information that is pertinent to the individual sounding lines.

2. The sounding line designation consists of three characters. The first character is the letter designating the DP to which the sounding line is being referenced. The second and third characters combine to form two-digit numerals that designate the sequential number of individual sounding lines; for example, A01-A/ALPHA designates the DP being referenced for this sounding

line, and 01 designates the sequential number of the sounding line being reported from DP A/ALPHA.

3. Sections A through E provide the following information, which is pertinent to that particular sounding line and is reported in the sequence listed in A through E.

A. Locates the waterline at the time of the sounding (WLTS) in relation to the applicable DP and is expressed as bearing and range from the DP. The DP will always be on the bearing of the first sounding line.

B. Indicates the bearing of the sounding line as viewed from seaward.

C. Provides the DTG of when the sounding was taken. This information is important in adjusting the sounding to mean low water (MLW) when the chart is created. The month and year are not necessarily required.

D. Indicates the distance (in the unit of measurement designated in line ALPHA) from WLTS to the back of the beach (BOB) and the vertical rise over this distance along the bearing of the sounding line. If the vertical rise cannot be measured, then the gradient should be estimated and reported by using the following letter codes:

Gradient	Letter Code
Flat—flatter than 1:120	V
Mild—1:61 to 1:120	W
Gentle—1:31 to 1:60	X
Moderate—1:16 to 1:30	Y
Steep—steeper than 1:15	Z

E. Indicates each sounding to the nearest one-tenth meter or one-half foot, followed by the bottom composition, using the letter code in line HOTEL. The sounding must be reported in linear sequence beginning from WLTS and working seaward.

4. For the second and subsequent lines, the report will show similar data in the same sequence, except that under the first subparagraph, WLTS A may be expressed/plotted by using any of the following:

A. The bearing and distance from WLTS of the previous sounding line.

-or-

B. The bearing and distance from the DP being used for that sounding line.

-or-

C. If any sounding line is to be based on a new DP, then the same procedure as in FOXTROT 1A is to be used.

GOLF **Underwater Obstacles.** This paragraph is used to indicate underwater obstacles relative to sounding lines by naming the type of obstacle, its location (use sounding line designation and distance from WLTS), depth of water over the obstacle, and its estimated size.

HOTEL **Beach Composition.** This is a general description related to the beach as a whole that is divided into two areas: the foreshore (from MLW to mean high water (MHW)) and the backshore (MHW to BOB). An assessment of underwater composition is provided, as required. The following letter codes should be used:

Beach Composition	Letter Code
Mud	A
Clay	B
Sand (up to pinhead size)	C
Gravel/shingle (up to top-of-thumb size)	D
Pebbles (up to clenched fist size)	E
Cobbles (up to human head size)	F
Boulders (larger than human head size)	G
Coral	H
Other (describe briefly in this line)	J

If there is a marked variation in composition along the beach, this is to be reported, using code, by reference to

designated sounding line numbers; for example, HOTEL 1.A08 to B02 E means that the foreshore from sounding line A08 to sounding line B02 is now composed of pebbles.

JULIET **Trafficability of the Beach.** This is a general description of the beach as a whole. Reports are provided on only two areas: the foreshore (portion of the beach between WLTS and MHW line) followed by the backshore (from the MHW line to the line of first permanent vegetation or BOB). This information will be reported by using these letter codes:

Trafficability Conditions	Letter Code
Firm. Can be used by 2-wheel-drive vehicles and 4-wheel-drive vehicles with trailers unless heavy and continuous use is intended.	W
Moderate. Can be used by military 3- to 5-ton vehicles, which should be able to start from rest by using all-wheel drive. Recommend that beach matting/roadway be used.	X
Soft. Four-wheel-drive vehicles cannot start from rest but might be able to cross a soft patch if already on the move. It is	Y

recommended that beach matting or roadway be used.

Very Soft. This is impassable to wheeled vehicles. Tracked vehicles may experience difficulty. Beach matting/roadway is required. — Z

Note: If there is a marked difference in trafficability along the beach, this is to be reported in a similar manner to line HOTEL above. Foreshore trafficability can only be assessed above the WLTS. It must be clearly understood that a correct assessment of trafficability cannot be guaranteed, bearing in mind the conditions under which the team may be working. Allowances must be made for a high degree of error. The only way to get an accurate assessment of beach trafficability is to have the team return with soil samples that are properly cataloged and recorded.

KILO **Exits.** This is a description of any new exits or exits that have changed from the latest intelligence estimates. Each beach exit is listed and described individually. The exits are described by reporting the grid reference where the exit meets the BOB, followed by a description using the following letter codes:

Type of Beach Exit	Letter Code
Infantry. If the exit is usable by infantry only, then the width of the	A

exit is reported following the letter code.

Tracked Vehicles. If the exit is usable by both infantry and tracked vehicles, then the width is reported followed by the appropriate trafficability code used in line JULIET of this report and the width of the exit. B

Wheeled Vehicles. If the exit is usable by infantry and wheeled vehicles, then the information is reported in the same sequence as for tracked vehicles in this line. C

Unusable. This denotes exits that were thought to be usable before the insertion of the team and a proper reconnaissance that determined such information to be incorrect. D

LIMA **Position of the Beach Reconnaissance Patrols.** The position of an amphibious reconnaissance team (ART) after completing its reconnaissance is given as a six-digit reference or by some other previously arranged system of reference. This information needs to be transmitted only if the ART will be staying in the vicinity of the beach while the assault is taking place or in some other way may affect the scheme of maneuver or fire support plan of the unit being supported.

MIKE **Enemy.** If the enemy has been observed or contacted, this information is reported sequentially by using the following format:

- **1st.** Grid reference of the enemy position/contact.
- **2nd.** Strength/number of the enemy observed.
- **3rd.** Weapons, especially any weapons or weapons systems that could jeopardize the accomplishment of the amphibious operation.

Note: A SPOTREP/SALUTE report should normally be transmitted separately to clarify and more accurately describe all enemy sightings and possible intentions.

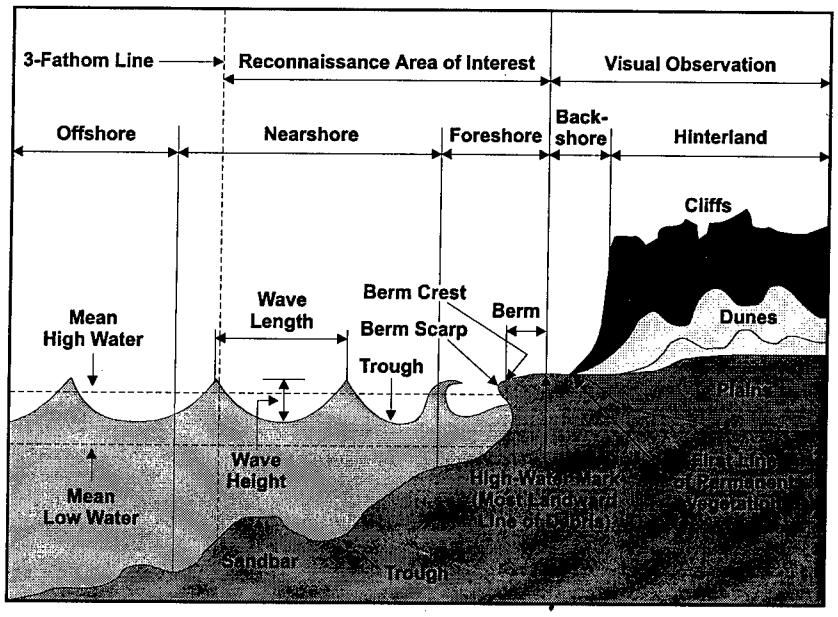
NOVEMBER **Remarks.** Any additional information relevant to this report can be included here. Any essential elements of information (EEIs) or other information requirements (OIRs) should be stated in the patrol's operation order (OPORD) and will come down from CATF and commander, landing force (CLF).

Notes:

1. The term right or left always refers to the beach area as viewed from seaward, as if the reader of the report were a coxswain in a boat coming into the beach.

2. One knot equals approximately 31 meters or 100 feet per minute of movement. If the recorder were to toss an object into the water and measure how far it has moved in that current in one minute, he should be able to approximate the speed and the direction of that current.

3. If no change is found in the information already known, the relevant line or subparagraph of that line is transmitted with that line heading followed by NC (no change).



CONBEREP Worksheet

_____ this is _____
(receiver) (sender)

CONBEREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

_____

_____

_____

CHARLIE - _____

DELTA - DP A - _____

DP B - _____

DP C - _____

ECHO - _____

FOXTROT - (F1) _____

(F2) _____

(F3) _____

(F4) _____

(F5) _____

(F6) _____

(F7) _____

(F8) _____

(F9) _____

(F10) _____

GOLF - _____

HOTEL - (H1) _____

(H2) _____

(H3) _____

JULIET - (J1) _____

(J2) _____

KILO - _____

LIMA - _____

MIKE - _____

NOVEMBER (remarks) - _____

_____

_____

_____

_____

DTG - _____

Contact Report (CONTACREP)

The CONTACREP, although not a standard report, is very useful for briefly and concisely reporting any enemy contact. It consolidates the most important IRs of the SITREP and the CASREP without wasting large amounts of transmission time in a rapidly evolving and tenuous situation. In such situations, the reconnaissance patrol leader must be able to concentrate all of his attention on resolving his patrol's present situation and continuing the mission, working out a plan to extract his patrol to a secure area, or effecting the evasion and escape (E&E) plan.

- **C—Call sign.** "(Receiver's call sign) this is (originator's call sign)."
- **O—Occurrence.** Describes the type of contact/what has happened.
- **N—Needs.** States medical evacuation, emergency extraction, immediate suppression, reinforcement, resupply, and other needs.
- **T—Time/Location.** Indicates at what time the contact took place and where. These coordinates do not need to be encrypted/shackled.
- **A—Actions Taken.** Describes what the patrol has done since the contact was made, for example, broken contact, E&E, or so on.
- **C—Casualties.** Reports friendly KIAs/WIAs and transmits kill numbers from the warning order/kill sheet to assist the medical evacuation when needed.

Note: The person transmitting the CONTACREP must be prepared to authenticate if operating over an uncovered net. This is especially the

case if the patrol is requesting emergency extraction, immediate suppression, medical evacuation, or reinforcement.

CONTACREP Worksheet

Contact — Contact — Contact _____ this is _____
(receiver) (sender)

Occurrence - _____

_____

_____

Needs - _____

_____

_____

Time/location - _____

_____

_____

Action taken - _____

_____

_____

Casualties - _____

_____

Remarks - _____

_____

_____

DTG - _____

River/Estuary Report (DELTAREP)

Begin the report with the subject line of the message and the serial number or code name, followed by map sheet details as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **Location.** This line provides grid references of the beginning and end of the section of the river/estuary actually reconnoitered by the team.

CHARLIE **Main Channel.** This information is reported in the following numbered sequence:

1. Location. The grid reference of the entrance to the main channel is provided.

2. Seaward Approach. The bearing from seaward of the approaches to the main channel (using the angular unit of measurement designated in line ALPHA) is provided. If this information is already known and has not changed, report NC. If this information does not apply to this mission, then report NIL. If the team was unable to determine this information because of the enemy situation or other considerations, they will report NAR (not able to record) and explain the reason in line KILO (remarks) of this report.

3. Reference Points. The entrance to the main channel may be fixed by means of transits and/or bearings of prominent features that can be observed from seaward.

These features must also be recognizable on a map or chart (these reference points may be precoordinated and assigned code names or other designations before the team is inserted). This information is reported in the following sequence.

A. Prominent Features. This includes the description and location of the feature followed by its bearing from seaward at the entrance to the main channel. If more than one feature is being used to get a resection for the channel entrance, then the features are numbered sequentially and described individually. They are numbered 1, 2, 3, and so on.

- or -

B. Transits. Transits are two points that are recognizable when viewed from seaward and can be located on a map/chart. Transits will line up one behind the other when the boat is on the correct azimuth to the entrance to the main channel. Transits are reported by giving a brief description of each point and its location so that it can be plotted on a map/chart. If more than one set of transits will be used to locate the channel entrance, they will be reported individually and numbered sequentially 1, 2, 3, and so on.

DELTA **Navigation Aids.** A local system of buoys (if any) or markers placed by the teams is reported by using the following code:

Type of Navigation Aid	Number Code
Starboard hand buoys (shape and color)	1
Port hand buoys (shape and color)	2
Team-placed buoys/markers (description and location)	3

ECHO **Hazards.** These are reported in numbered sequence followed by the letter code describing the type of hazard then by the grid reference location of the hazard(s). The following letter codes are used to describe the type of hazard being reported:

Type of Hazard	Letter Code
Sandbars	A
Wrecks	B
Rocks	C
Tidal races	D
Nets (describe)	E
Bridges (report overhead clearance)	F
Other (describe as required)	G

FOXTROT **Navigational Limits.** This line provides the highest point upstream in the main channel with the following depth at low water; this is a six- or eight-digit reference followed by the following letter codes:

Navigational Limits	Letter Code
2 meters	A
1 meter	B
1/2 meter	C

GOLF **Beaching/Landing Points and Exits.** This information is reported sequentially and in the following format:

- **1st.** Grid reference of the beaching/landing point.
- **2nd.** Type of landing craft that can use the landing point, indicated by the following letter code:

Type of Landing Craft	Letter Code
Landing craft, medium/utility	A
Landing craft, personnel	B
Shallow boats with outboard engines	C
Other craft as required	D

- **3rd.** Overall trafficability of the beaching point and exit, reported by using the following number code:

Trafficability	Number Code
Firm. Can be used by 2-wheel-drive vehicles or 4-wheel-drive vehicles with trailers unless heavy, continuous use is intended.	1

Moderate. Can be used by 3- or 5-ton vehicles, which should be able to start from rest by using all-wheel drive. Recommend using beach matting/roadway.	2
Soft. Four-wheel-drive vehicles cannot start from rest but might be able to cross a soft patch if already on the move. Recommend using beach matting/roadway.	3
Very Soft. Impassable to wheeled vehicles; tracked vehicles may experience difficulty. Use of beach matting/roadway is required.	4

Notes:

1. If the landing point or its exits are unsuitable for any vehicles, the letter code NIL is reported.

2. If the team confirms that information on suspected beaching/landing points is correct, the team will report NC.

- **4th.** Width of exit, reported in the unit of measurement designated in line ALPHA.

HOTEL **Current.** The speed of the current/tidal stream should be indicated in the unit of measurement designated in line ALPHA. The information is reported in the following sequence:

- **1st.** Velocity of the water.
- **2nd.** Direction in which the current is flowing (use the letter that would indicate the cardinal direction of the water flow at the time of sounding (e.g., N (north), NE (northeast), SW (southwest), etc.).
- **3rd.** DTG and location (grid reference) of the sounding.

  Note: Several of these soundings may be required at different locations in the waterway to more accurately represent the current as the water flows toward its mouth. Also, several soundings may be required at the entrance to the waterway if tidal conditions are present.

JULIET **Texture of the River Bed.** This information is reported in the following sequence:

- **1st.** Grid reference of where the bottom sample was taken.
- **2nd.** Letter code indicating the composition of the river bottom:

River Bottom Composition	Letter Code
Mud	A
Sand	B
Rock	C
Shingles	D
Vegetation	E
Other (briefly describe)	F

KILO **Remarks.** This line provides any other information that has not been covered in the report and that could have an impact on the riverine operation to be conducted. This type of information should be covered in the IRs.

Note: If the patrol is to be extracted before the start of the operation, they should bring back soil samples of the different key portions of the area that the team reconnoitered. These need to be properly labeled and recorded. In this manner, the unit being supported can more accurately estimate the type of conditions under which it will be operating.

DELTAREP Worksheet

_____ this is _____
(receiver) (sender)

DELTAREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - (C1) _____

(C2) _____

(C3) _____

DELTA - _____

ECHO - _____

FOXTROT - _____ ALPHA

_____ BRAVO

_____ CHARLIE

GOLF - _____

HOTEL - _____

JULIET - _____

KILO (remarks) - _____

_____

_____

DTG - _____

Drop Zone Report (DZREP)

Begin the report with the subject line of the message, the serial number, and/or the drop zone code name or code identification letter (determined and coordinated before the team is inserted), followed by map sheet details as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **Time.** This line provides the DTG that the reconnaissance was completed.

CHARLIE **Grid Reference of Point of Impact.** The position of the intended point of impact is reported by grid reference. The point of impact is the selected point at which it is intended for the first parachute from the drop run to make impact with the ground.

DELTA **Height.** The height AMSL of the point of impact and the height AMSL of the highest point of the drop zone are reported (in that sequence) by using the unit of measurement designated in line ALPHA.

ECHO **Extremities of the Drop Zone.** Grid references of the extremities of the drop zone are provided.

FOXTROT **Description.** The drop zone is described in the following sequence by using the units of measurement designated in line ALPHA.

- **1st.** Usable length.
- **2nd.** Usable width.
- **3rd.** Drop zone gradient.

Notes:

1. The gradient of the ground is expressed as a ratio.

2. Slope within the drop zone should preferably be less than 1:10 and without surface irregularities.

3. Slopes steeper than 1:3 are unusable.

GOLF **Surface.** A description of the surface of the drop zone should be given in two parts by using the following codes:

- **1st**

Surface Hardness of the Drop Zone	Number Code
Hard. Can be used by 2-wheel-drive vehicles or 4-wheel-drive vehicles with trailers unless heavy and continuous use is intended.	1
Moderate. Can be used by 3- and 4-ton vehicles, which should	2

be able to start from rest by using all-wheel drive.

Soft. Four-wheel-drive vehicles cannot start from rest but might cross if already on the move. 3

- **2nd**

Nature of the Ground in the Drop Zone	Letter Code
Sand	A
Grass	B
Scrub	C
Snow	D
Ice	E
Marsh	F
Other (describe briefly)	G

HOTEL **Drop Zone Obstructions.** This information is reported in the following sequence by using the following code:

- **1st.** Bearing of obstacle from the point of impact.
- **2nd.** Type of obstacle, using the following letter code.
- **3rd.** Distance of the obstacle from the point of impact.

Note: Use the units of measurement recorded in line ALPHA of this report.

Type of Obstruction	Letter Code
Rocks	A
Buildings	B
Fences	C
Hedges	D
Trees	E
Poles	F
Pylons/high-tension wires	G
Water obstacles (be specific)	H
Ditches	J
Craters	K
Other (specify in this line)	L

JULIET **Suitability and Type of Drop Zone.** This line indicates, by the following numerical code, whether the drop zone is suitable for the following:

Type of Drop	Number Code
Personnel drop	1
Platform drop	2
Supply drop	3
Other (specify)	4

Notes:

1. **Characteristics of Personnel Drop Zones:**

   A. Surface. A flat, resilient surface without obstructions is technically the most suitable for a troop drop zone.

   B. Obstacles. Obstacles preventing the use of a drop zone are built-up areas; high-tension wires; cliffs; ravines; and normally rivers, ponds, and lakes near the intended drop zone. However, jumps on lakes or in any large body of water can be carried out by specially equipped and trained personnel.

   C. Other Areas. If considered operationally necessary, drops may be made in wooded or forested areas, mountains, or lakes by using specially equipped and trained personnel.

2. **Special Considerations for a Cargo Drop Zone.** The required characteristics are similar to those for personnel drop zones. In addition, they should be accessible to vehicles or at least crossed by paths to simplify the collection of the equipment and supplies. Dropping supplies over water should be considered only under special circumstances.

3. **Special Drop Methods.** Use of methods such as ultra-low-level-approach (ULLA) will require specialist

representation on the team or at least special training in the technique to be employed.

KILO **Vehicle Exit Points.** This line reports, by grid reference, possible vehicle exit points from the drop zone to predetermined line(s) of communications.

LIMA **Drop Zone Markings.** All drop zone marking/location aids are to be prebriefed, and only variations from the brief need to be reported. When smoke is being used as a drop zone location aid, the team should indicate when smoke is being released but not the color. The pilot of the lead aircraft should read back the color seen, and the team should confirm that the correct color has been spotted. A *no drop* signal should also be prebriefed before the team is inserted.

MIKE **Recommended Direction of Run In/Run Out Tracks.** This line reports recommended tracks for the aircraft run in/run out; these are expressed in the unit of measurement listed in line ALPHA. This information is transmitted in the following sequence:

- **1st.** Primary run in/primary run out track.
- **2nd.** Alternate run in/alternate run out track.

NOVEMBER **Target Approach Point (TAP).** The recommended TAP should be reported only if one is observed that is

more suitable than that previously selected and briefed. If applicable, report in the following sequence:

- **1st.** Primary TAP.
- **2nd.** Alternate TAP.

PAPA **Obstacles and Hazards on the Run In/Run Out Tracks.** This line reports major obstacles in the vicinity of the drop zone and along recommended run in/run out tracks. If unable to recommend run in/run out tracks, all major obstacles and hazards in the area are reported by using the following letter codes and sequence:

Type of Obstacles/Hazards	Letter Code
High-tension wires	A
Built-up areas	B
Cliffs	C
Ravines	D
Water obstacles (specify what type)	E
Wooded areas	F
Masts, chimneys, or pylons (specify)	G
High ground	H
Other (describe briefly)	J

The following is the sequence that will be used to report this information:

- **1st.** Bearing from the impact point (IP).
- **2nd.** Type of obstacle (using the letter code).
- **3rd.** Distance from IP.
- **4th.** Height of obstacle (using unit of measurement designated in line ALPHA).

Note: If it has not been possible to fully observe the area between the TAP and the drop zone, the suffix N (not observed) should be added to the end of this line.

QUEBEC **Ground-Air Communications.** This line includes primary and alternate ground-air communications line numbers if they are different from the precoordinated frequencies. The changes will be reported in the following order:

- **1st.** Primary frequency.
- **2nd.** Alternate frequency.

ROMEO **Enemy.** Known enemy positions, strengths, and weapons are to be reported sequentially in the following format:

- **1st.** Grid reference of the enemy position.

- **2nd.** Strength/number of enemy observed.

- **3rd.** Weapons, especially any weapons systems that could jeopardize the accomplishment of the airborne operation.

Note: A SPOTREP/SALUTE report should normally be transmitted to clarify and more accurately describe all enemy sightings and intentions.

SIERRA **Weather.** The weather is reported at the time that the reconnaissance is completed and as required and briefed before the team is inserted. This information will be reported in the following sequence:

- **1st.** Wind direction (from which the wind is blowing) and estimated speed (using units of measurement designated in line ALPHA of the report).

- **2nd.** Cloud cover—the portion of the sky that is obscured, in eighths, and the estimated base above the drop zone.

- **3rd.** Visibility.

- **4th.** Temperature.

TANGO **Remarks.** Other information that is not covered as part of the report but that could prove vital to the accomplishment of the supported unit's scheme of

maneuver is included. This information should be covered as part of the patrol's IRs.

Notes:

1. Lines from the report need not be transmitted when the information is either already known or not required. NC (no change) can be used to confirm information already prebriefed in the reconnaissance brief.

2. The following documents are relevant to determining the precise parameters for size and marking of the zone.

A. Standardization Agreement (STANAG) 3570, *Drop Zones and Extraction Zones—Criteria and Marking.*

B. The appropriate national standing orders, manuals, or instructions on drop zones.

DZREP Worksheet

_____ this is _____
(receiver) (sender)

DZREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - _____

FOXTROT - (F1) _____

(F2) _____

(F3) _____

GOLF - _____

HOTEL - _____

JULIET - _____

KILO - _____

LIMA - _____

MIKE - (M1) _____

(M2) _____

NOVEMBER - (N1) _____

(N2) _____

PAPA - _____

QUEBEC - _____

ROMEO - _____

SIERRA - (S1) _____

(S2) _____

(S3) _____

(S4) _____

TANGO (remarks) - _____

_____

DTG - _____

Flash/Action Report (FLASHREP) and Worksheet

Flash - Flash - Flash _____ this is _____
(receiver) (sender)

1. *Type of report: flash report/action report (state applicable report) -

   _____
   (serial number followed by code name and map sheet details as required)

2. *Reporting unit - _____

3. *Time:

   A. DTG of report - _____

   B. DTG of incident - _____

4. Reference - _____

5. *Location:

   A. Enemy - _____

   B. Friendly (encrypted) - _____

6. *Incident description - _____

   _____

7. *Action taken/being taken by the unit initiating the report - _____

_____

_____

8. Friendly casualties (encrypted):

A. KIA - _____

B. WIA- _____

C. MIA- _____

9. Enemy casualties:

A. KIA - _____

B. KIA probable - _____

C. Prisoners of war (POWs) - _____

_____

D. Suspects - _____

E. Other indigenous captives - _____

10. Captured enemy weapons, equipment, and documents - _____

_____

_____

11. Friendly weapons/equipment damaged, destroyed, or lost - _____

_____

_____

12. Remarks - _____

_____

_____

DTG - _____

*Indicates minimum report requirements for a FLASHREP.

Frequency Interference Report (FIRREP) and Worksheet

All incidents will be reported via secure means as soon as possible.

_____ this is _____
(receiver) (sender)

FIRREP - _____
(serial number followed by code name and map sheet details as required)

1. Time - _____
2. Unit - _____
3. Frequency - _____
4. Type (meaconing/intrusion/jamming/interference) - _____
5. Remarks - _____

_____

_____

_____

_____

DTG - _____

River Ford Report (FORDREP)

Begin the report with the subject line followed by the serial number and map sheet details as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **DTG.** This line reports the DTG of when the ford reconnaissance was completed.

CHARLIE **Location.** This line provides the grid reference of the fording site followed by engineer classification, if known.

DELTA **Capabilities.** The type of traffic that the ford is capable of supporting is reported by using the following numerical code:

Type of Traffic	Number Code
Light infantry	1
Light military vehicles (no snorkeling gear)	2
Light military vehicles (with snorkeling gear)	3
Swimming vehicles	4
Other	5

ECHO **Length of Ford.** A measurement of the distance from entrance point to exit point is reported in the unit of measurement designated in line ALPHA.

FOXTROT **Depth and Velocity of Running Water.** These are reported in the unit of measurement designated in line ALPHA. This information will be recorded and transmitted in the following sequence:

- **1st.** Depth of the water at the ford site.
- **2nd.** Velocity of the water at the ford site.
- **3rd.** DTG of the sounding.

Climatic, tidal, or other considerations may dictate that several soundings are required for the supported unit to determine the suitability of the ford site to support their scheme of maneuver. If more than one sounding is required, then the soundings will be reported sequentially and individually.

Example: F1.3/2 042315H
F2.6/7 050340H

GOLF **Ford Bottom Composition.** This information is reported by using the following numerical code:

Bottom Composition	Number Code
Mud	1
Clay	2
Sand	3
Rock	4
Gravel	5

Artificial pavement	6
Other (followed by description)	7

HOTEL **Gradient of the Ford's Approach and Exit.** This information is reported, using a ratio to represent the percentage of slope, in the following sequence: the slope of the ford approach followed by the percentage of slope for the ford exit.

JULIET **Composition of the Ford's Approach and Exit.** This information is reported by using the same number code used in line GOLF and in the same sequence as in line HOTEL.

Example: J1.5
J2.4

In this example, the ford approach is composed of gravel, and the ford exit is composed of rock.

KILO **Usable Width of Approach and Exit.** This information is reported in the same sequence as lines HOTEL and JULIET, using the unit of measurement designated in line ALPHA.

LIMA **Remarks.** Any other information is reported that could be vital to the scheme of maneuver of the unit that the ART is supporting and should be designated in the patrol's IRs.

River FORDREP Worksheet

_____ this is _____
(receiver) (sender)

FORDREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - _____

FOXTROT - _____

GOLF - _____

HOTEL - (H1) _____

(H2) _____

JULIET - (J1) _____

(J2) _____

KILO - (K1) _____

(K2) _____

LIMA (remarks) - _____

_____

_____

DTG - _____

Helicopter Landing Site Report (HELLSREP)

Begin the report with the subject line and the serial number, followed by the helicopter landing site designation (coordinated before the insertion of the team) and map sheet details as required.

ALPHA — **Units of Measurement.** See the table on page 3.

BRAVO — **DTG.** This line provides the DTG of when the helicopter landing zone reconnaissance was completed.

CHARLIE — **Location.** Location is reported as grid references (or by another precoordinated method of position location) of the extremities of the landing site. It is prefixed by the two-letter grid zone designator when there is any possibility of uncertainty about the map sheet(s) on which the team is reporting.

DELTA — **Orientation of the Long Axis of the Landing Site.** This is reported by using the unit of measurement designated in line ALPHA of the report.

ECHO — **Number and Size of the Landing Points.** Sizes of the landing points are reported as L (large), M (medium), or S (small), as briefed in STANAG 3570. This information should be reported in the following sequence:

- **1st.** The number of each size of landing points.

- **2nd.** The code for the type of landing points being reported.

FOXTROT **Method of Deplaning.** The following numerical code is used to determine the safest and most tactically sound method of deplaning.

Method of Deplaning	Number Code
Land	1
Hover	2
Fastrope	3
Rappel	4
Special patrol insertion and extraction (SPIE)	5
Other (specify in this line)	6

Note: The method of deplaning is determined by the nature of the ground and vegetation at the insertion point. For helicopters to land, the landing point must be cleared of all obstructions that are liable to damage the wheels/skids, underbelly, or aerials of the helicopter. The ground must not have a slope with a ratio greater than 1:8, unless otherwise briefed. Maximum heights of other methods of deplaning are:

Method of Deplaning	Maximum Height
Hover	6 feet
Rappel	90 feet
Fastrope	120 feet
Abseil/winch	200 feet

	Rope climb	30 feet

GOLF

Landing Site Surface. The information in this line is reported in three parts by using the following sequence and letter/numerical codes:

- **1st.** Trafficability of the landing site:

Trafficability of the Landing Site	Number Code
Hard. The surface can support the helicopter and be used by 2-wheel-drive vehicles or 4-wheel-drive vehicles with trailers unless heavy and continuous use is intended.	1
Moderate. The surface can support the helicopter and be used by 3- or 5-ton vehicles, which should be able to start from rest when using all-wheel drive.	2
Soft. The helicopter can land, but if the surface is wet it could cause suction to form on the wheels/skids of the helicopter. Four-wheel-drive vehicles cannot	3

start from rest but should be able to cross the landing site if already on the move.

- **2nd.** Type of landing surface:

Type of Landing Surface	Letter Code
Sand	A
Grass	B
Scrub	C
Snow	D
Ice	E
Marsh	F
Dust	G
Paddy	H
Other (specify and describe)	J

Note: When the ground is covered with snow, also report the subsurface of the landing site.

- **3rd.** Ability of the surface of the landing site to recirculate. Whether or not the surface will recirculate is reported by marking Y (yes) or N (no). Recirculation is the effect of the downwash from the helicopter, which is liable to pick up sand, dust, or snow and blow it through the rotors, thereby severely reducing visibility for the pilot. This will have an effect on the frequency at which the helicopters can safely land and take off.

HOTEL

1. Direction of Approach

2. Direction of Egress

Notes:

1. The approach and egress azimuths are reported in the unit of measurement designated in line ALPHA. Whenever possible, these directions are into the wind. Oftentimes, the enemy situation, orientation of the long axis of the landing site, and obstacles surrounding the landing site will dictate an alternate direction.

2. Direction of approach is not necessarily the same as the direction of landing, which will normally be decided by the pilots.

JULIET

Wind Direction and Speed. Wind direction is reported as the direction from which the wind is coming; this is the same bearing that a helicopter would use to fly into the wind. These measurements are reported by using the units of measurement designated in line ALPHA.

KILO

Approach Angle. This is dictated by the height and proximity of surrounding obstacles. The normal maximum angle should be no steeper than 1:10. Other limits may be prebriefed depending on the squadron's standing operating procedures and other considerations, such as height AMSL and weight restrictions on the helicopters.

LIMA **Locations and Types of Recognition Aids.** The locations and types of landing site recognition aids that are provided for any particular team must be prebriefed and coordinated with the aviation combat element and the ground combat element before the insertion. The recognition signals must be assigned letter codes similar to those listed below. These should be changed and updated before each operation as the situation dictates. The information in this line is reported in the following sequence by using letter codes that are coordinated before the operation and insertion.

- **1st.** Grid reference of the recognition aids.
- **2nd.** Type of recognition aid employed of those precoordinated, for example:

Type of Recognition Aid	Letter Code
Green smoke	A
Yellow air panel	B
Signal mirror	C
Strobe light	D
Other (specify)	E

MIKE **Landing Aids.** Landing aids that are provided for the team must be coordinated, before the team is inserted, in the same manner that recognition signals must be preplanned. These must be changed and updated

before each operation as the situation dictates. If no landing aids are to be used, report NIL.

Type of Landing Aid	Number Code
Glide slope indicator	1
Torch "T"	2
Inverted "Y"	3
Other (specify)	4

NOVEMBER **Cloud Cover and Estimated Height Above the Landing Site.** This is reported in the following sequence:

- **1st.** The percentage of the sky that is obscured by clouds. This information is reported in eighths (e.g., half cloud cover would be reported as 4; small patches would be reported as 1).

- **2nd.** Estimated height of clouds above the landing site. This is reported as the lowest cloud above the landing site. This height is estimated and reported in the unit of measurement designated in line ALPHA.

PAPA **Visibility and Temperature.** This information is reported in the following sequence by using the units of measurement designated in line ALPHA.

- **1st.** Visibility on the landing site.

- **2nd.** Temperature on the landing site.

QUEBEC

Enemy. Known enemy positions, strength, and weapons are to be reported as a sighting number followed by grid reference, strength, and weapons critical to the accomplishment of the helicopterborne operation.

Note: A SPOTREP/SALUTE report should be transmitted for each enemy sighting to further clarify all enemy sightings and to give higher headquarters a better idea of the enemy's strength and possible intentions.

ROMEO

Position of the ART. This line is transmitted only if the team is staying in proximity to the landing zone during the helicopterborne operation. This information is reported to prevent the team from being mistaken for the enemy.

SIERRA

Obstructions. Obstructions in the direction of the helicopter's approach and exit are to be reported by using the following letter code:

Type of Obstruction	Letter Code
Building	A
Trees	B
Poles	C
Pylons and high-tension wires	D
Other (specify and describe in this line)	E

Note: Obstacles will be reported sequentially by using the following format:

- **1st.** Grid reference of the obstacle.
- **2nd.** Code letter of the obstacle.
- **3rd.** Height of the obstacle (using the unit of measurement designated in line ALPHA).

TANGO

Exits From the Landing Site. This line is used to describe all exit points from the landing site. Exits are reported in the following sequence:

- **1st.** Grid reference of the landing site exit.
- **2nd.** Description of the exit using the following letter code:

Exit Description/Capabilities	Letter Code
Infantry. If the exit is usable by infantry only, report the exit width after the letter code (using the unit of measurement designated in line ALPHA) and describe the type of exit.	A
Wheeled Vehicles. If the landing site exit is usable by both infantry and wheeled vehicles, report	B

the exit description by using the letter designator followed by the width of the exit.

Unusable. This letter code will report that the team was unable to locate any adequate exits from the landing site. C

UNIFORM **Restrictions to Troop Movement.** Report the degree of restriction of rapid troop deployment from the landing site. This information is reported by using the following numerical code:

Degree of Troop Movement Restrictions	Number Code
Heavy restrictions to movement	1
Moderate restrictions to movement	2
Unrestricted movement	3

VICTOR **Remarks.** Other pertinent information, such as a landmark to the landing zone, can be described in this paragraph, along with any other information as designated in the patrol's IRs.

Notes:

1. Any line from the report for which the information is not known or not required should not be transmitted (to prevent the team from being located). NC (no

change) is transmitted to confirm information given in the reconnaissance briefing.

2. Helicopters can easily be deceived by the enemy unless precoordinated recognition signals are used by the team manning the landing site.

3. When smoke is being used as a location aid for the helicopters, the team should indicate when the smoke is being released but not the color. The pilot of the lead helicopter should verify the color of the smoke seen, and the team will confirm that it is indeed the correct signal. Also, teams should avoid using white phosphorous (WP)/white smoke (HC) in areas where there is much smoke from fires, as this will confuse the pilots and waste valuable time.

4. A wave-off signal should be precoordinated before the team is inserted in case the landing site is compromised immediately before the helicopters land.

5. When the team and the helicopters are transmitting on an uncovered net, the team must be prepared to authenticate when transmitting the zone brief before the helicopters come into the zone.

HELLSREP Worksheet

_____ this is _____
(receiver) (sender)

HELLSREP - _____
(serial number followed by designation and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - _____

FOXTROT - _____

GOLF - _____

HOTEL - (H1) _____

(H2) _____

JULIET - _____

KILO - _____

LIMA - _____

MIKE - _____

NOVEMBER - (N1) _____

(N2) _____

PAPA - _____

QUEBEC - _____

ROMEO - _____

SIERRA - _____

TANGO - _____

UNIFORM - _____

VICTOR (remarks) - _____

_____

_____

_____

_____

DTG - _____

Meaconing, Intrusion, Jamming, and Interference Report (MIJIREP) and Worksheet

_____ this is _____
(receiver) (sender)

MIJIREP - _____
(serial number followed by code name and map sheet details as required)

All incidents will be reported via secure means as soon as possible.

1. Type of report - _____

   A. Meaconing. Transmission of false navigation signals.

   B. Intrusion. Bogus stations, imitative deception.

   C. Jamming. Deliberate disruption of friendly communications.

   D. Interference. Natural or manmade obstructions that cause difficulty in receiving radio signals.

2. Effects on station - _____

3. Station location - _____

4. Frequency or channel affected - _____

5. Type of equipment affected - _____

6. Characteristics of interference - _____

7. Strength of interference - _____

8. Time that the interference started - _____

9. Effectiveness of interference (use a scale of 1-10) - _____

10. Operator's name and rank - _____

11. Remarks (explain exactly what happened) - _____

Note: Lines 10 and 11 will be omitted if transmitted electronically.

DTG - _____

Nuclear, Biological, and Chemical Report (NBCREP)

Begin the report with the subject line, including map sheet details as required.

ALPHA	**Units of Measurement.** See the table on page 3.
BRAVO	**Location of Observer.** This line describes the observer's position by using a grid reference (encrypted) or some other precoordinated method of position location.
CHARLIE	**Direction.** This line indicates the direction of attack from the observer by using the unit of measurement designated in line ALPHA.
DELTA	**Time Attack Started.** This line reports the DTG that the attack started.
ECHO	**Time Attack Ended.** This line reports the DTG that the attack ended.
FOXTROT	**Location of Area Being Attacked.** This information should not be encrypted because the enemy already knows the area that is being attacked.
GOLF	**Type of Attack.** The type of delivery system being used is stated: mortars, artillery, rockets, missiles, spray, or so on.

HOTEL **Wind Direction and Velocity.** The direction from which the wind is blowing is reported by using the unit of measurement designated in line ALPHA.

JULIET **Type of Agent.** If it can be determined, the type of agent is reported; if not, the observed effects are reported.

KILO **Remarks.** This line includes remarks as stated in the patrol's IRs.

NBCREP Worksheet

_____ this is _____
(receiver) (sender)

NBCREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - _____

FOXTROT - _____

GOLF - _____

HOTEL - _____

JULIET - _____

KILO (remarks)- _____

DTG - _____

Railroad Reconnaissance Report (RAILREP)

Begin the report with the subject line, the serial number followed by railroad designation (determined before the team is inserted), and map sheet details as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **DTG.** This line reports the DTG of when the reconnaissance was completed.

CHARLIE **Location and Direction.** This line provides the location of the beginning and end of that part of the railroad that is actually reconnoitered. The cardinal direction of the axis is indicated with letters, for example, N (north), E (east), SW (southwest), and so on.

DELTA **Military Classification.** This assessment will only be made by qualified personnel.

ECHO **Length of Rails and Number of Ties.** This information is passed in two sections. The first section passes the length of an individual section of rail, and the second section passes the number of ties per rail section. The length is reported using the unit of measurement reported in line ALPHA. Line ECHO information is transmitted in the following manner:

- E1.10
- E2.8

In this example, ten represents the ten-meter length of each rail section, and eight represents the number of ties per rail section.

FOXTROT **Track Gauge.** This is reported as directed in the team's OPORD IRs, which must be fully understood before insertion.

GOLF **Track Width.** This is reported in the following sequence:

- **1st.** Outside width of track.
- **2nd.** Inside width of track.
- **3rd.** Width of railroad bed.

HOTEL **Composition of Railroad Bed.** A soil sample should be brought back to be examined as part of the patrol report. Bed composition is reported by using the following numerical codes:

Railroad Bed Composition	Number Code
Rock	1
Gravel	2
Cinders	3
Timber	4
Concrete	5
Other (specify and briefly describe)	6

JULIET **Gradient.** This is reported as a ratio. Critical gradients should be given in the team's OPORD IRs.

KILO **Railroad Conditions.** If any portion of the track is damaged, the damage can be reported by using the following numerical code:

Track Condition	Number Code
Undamaged	1
Boobytrapped But Not Damaged. The track is undamaged, but engineers will be required to clear all boobytraps to make the track safe so that it may be used by friendly units.	2
Slightly Damaged. The track is damaged but probably capable of safely allowing trains to pass at a reduced rate of speed and limited load capacity. Engineering work is required to allow the trains to travel at a sustained and safe rate.	3
Significantly Damaged. The track is not safe for passage of troops or cargo. Tracks will require a major engineering effort to make them safe for traffic but will not require starting a new track at a new location.	4

Destroyed	5

LIMA **Concealment.** The availability of concealment from the air should be reported by using the following code:

Concealment Along Tracks	Number Code
Good concealment is available at regular intervals along the route.	1
Some concealment is available.	2
Little or no concealment is available.	3

MIKE **Track Constrictions.** Railroad constrictions will be reported in the following sequence:

- **1st.** Nature of constriction.
- **2nd.** Location of constriction.
- **3rd.** Type of constriction, using the following letter code and units of measurement designated in line ALPHA:

Type of Constriction	Letter Code
Height	A
Width	B
Radius of a curve	C
Gradient	D

	Other (specify and describe)	E

NOVEMBER **Location of Switching Stations.** This line provides grid locations of all switching stations along the section of the rail line that has been reconnoitered.

PAPA **Activity.** All rail traffic along the route is reported, with emphasis on military traffic. Each sighting is numbered sequentially and includes the following information reported in the following sequence:

1. DTG of sighting.

2. Speed of the enemy train, reported by using the unit of measurement designated in line ALPHA followed by the cardinal direction: N (north), SW (southwest), NE (northeast), and so on.

3. Location of the sighting, reported by grid reference.

4. Composition of the train in the following sequence: the number of each type of railroad car followed by the letter code that designates that type of car.

Train Composition	Letter Code
Engines	A
Personnel	B
Freight	C
Flat car	D
Fuel car	E

Train Composition	Letter Code
Chemical car (describe)	F
Cattle/livestock	G
Other (specify and describe)	H

QUEBEC **Remarks.** Other information not listed in the report but listed in the team's OPORD IRs should be reported as it applies to the mission in this line.

Notes:

1. Individual follow-up reports should be provided for all bridges and other constrictions along the route.

2. Follow-up SPOTREPs/SALUTE reports should be provided for enemy activity along the railroad line.

RAILREP Worksheet

_____ this is _____
(receiver) (sender)

RAILREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - (E1) _____

(E2) _____

FOXTROT - _____

GOLF - (G1) _____

(G2) _____

(G3) _____

HOTEL - _____

JULIET - _____

KILO - _____

LIMA - _____

MIKE - _____

NOVEMBER - _____

PAPA (remarks) - _____

_____

_____

_____

DTG - _____

Route and Road Report (ROUTEREP)

Begin the report with the subject line of the message followed by the serial number and map sheet details as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **Location.** This line provides a grid reference of the start and finish of that part of the route that is actually reconnoitered.

CHARLIE **Type of Route.** The type of route is indicated by the following letter code:

Type of Route	Letter Code
All-weather route	X
Limited all-weather route	Y
Fair-weather route	Z

Notes:

1. Route type X has the following characteristics:

   A. The route is passable to all traffic in any weather, except in deep snow or during flooding.

   B. The route normally includes roads with waterproof surfaces only.

2. Route type Y has the following characteristics:

   A. Volume of traffic may be limited by bad weather, for example, muddy verges or shoulders.

   B. The route normally includes roads that do not have waterproof surfaces and are considerably affected by rain, frost, thaw, or heat.

   C. Roads may have to be closed for short periods. Heavy unrestricted use during adverse weather may cause a complete breakdown of the route surface.

3. Route type Z has the following characteristics:

   A. Passage is possible only during fair weather.

   B. The route quickly becomes impassable in bad weather.

   C. The route cannot be kept open by maintenance short of major construction.

DELTA **Military Classification.** This assessment will be made only by qualified personnel, for example, construction/ combat engineers:

- **Class 50.** Average traffic routes.
- **Class 80.** Heavy traffic routes.
- **Class 100.** Very heavy traffic routes.

ECHO

Width. The width of the route is reported in two parts. The first is the average width of the traveled way. The second is the average width of the entire route, including grading of the shoulder of the route. These measurements are reported by using the units of measurement designated in line ALPHA. The traveled way is the hard surface of the road/route; the width of grading is the width of the traveled way plus the width of the hard shoulders of the route.

FOXTROT

Route Constrictions. These are listed individually and described in the following sequence:

- **1st.** Nature of constriction. This information is reported by using the following numerical code:

Type of Route Constriction	Number Code
Height constriction	1
Width constriction	2
Radius-of-a-curve constriction	3
Gradient constriction	4
Other	5

- **2nd.** Location of the constriction.

- **3rd.** Dimension of the constriction, using the unit of measurement designated in line ALPHA.

- **4th.** Bypass potential of the constriction, using the following letter code:

Bypass Potential	Letter Code
Bypass easy—local detour possible without engineering effort.	P
Bypass difficult—bypass possible only after engineering improvements.	Q
Bypass impossible.	R

Note: The critical heights, widths, radius of a curve, and gradients will be reported by using the criteria set forth in the IRs of the reconnaissance plan.

GOLF **Concealment.** The availability of concealment from the air will be categorized by using the following numerical code:

Type of Concealment	Number Code
Good Concealment. Available at regular intervals along the reconnoitered section of the route.	1
Some Concealment. Available along the reconnoitered part of the route.	2
Little or No Concealment. Little to no concealment available along	3

the route actually reconnoitered.

HOTEL **Special Considerations.** This line of the report includes any other factors that may have to be considered by any landing force that intends to use the reconnoitered route. The main meteorological obstacles are snow, flooding, and ice. Other considerations could include such problems as refugees and local traffic. Hazards are listed by using the following numerical codes:

Type of Hazard	Number Code
Snow (refer to notes below)	1
Flooding (refer to notes below)	2
Ice (refer to notes below)	3
Other (describe)	4

Note: The following letter codes are used as suffixes to clarify the seriousness of the snow, flooding, or ice condition being reported.

Snow Conditions	Letter Code
There is no hindrance to wheeled vehicles.	P
Movement is difficult for 4-wheel-drive vehicles. Some digging or other route preparation may be necessary in places.	Q

Movement is impossible for wheeled vehicles.	R

Note: The letter code describing the snow conditions is followed by the depth of the snow, which is provided by using the unit of measurement reported in line ALPHA.

Flooding Conditions	Letter Code
There is no hindrance to wheeled vehicles.	P
Movement is difficult for wheeled vehicles. Some route preparation may be necessary in some places. Waterproofing or fording gear is recommended by the team.	Q
Movement is impossible for wheeled vehicles.	R

Note: The letter code is followed by the depth of the flooding over the roads/trails, using the unit of measurement reported in line ALPHA.

Ice Conditions	Letter Code
There is no hindrance to wheeled vehicles.	P
Movement is difficult for wheeled vehicles. Some salting or spreading	Q

of gravel/sand in places is required to make the route passable.

Movement is impossible for wheeled vehicles without route preparation before vehicle use of the route.	R
The condition is temporary; ice should melt off. The letter code is followed by the DTG of when the team expects the ice to melt.	S

Note: The letter code describing the ice condition should be followed by the depth of the ice on the route. If the condition is temporary and the time/DTG when the ice condition should clear can be estimated, then this estimate is sent.

JULIET **Remarks.** Any additional information that may be helpful to operational planning and possible unit deployment, for example, drifting conditions of snow, speed of water during flooding conditions, wind speed and wind chill information, and so on, is provided.

ROUTEREP Worksheet

_____ this is _____
(receiver) (sender)

ROUTEREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - _____

FOXTROT - _____

GOLF - _____

HOTEL - _____

JULIET (remarks) - _____

_____

DTG - _____

Standard Shelling Report (SHELREP), Mortaring Report (MORTREP), or Bombing Report (BOMREP) (State Which)

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **Unit of Origin.** This line reports the current call sign, address, and group or code name.

CHARLIE **Position of Observer.** A grid reference is preferred. This should be encoded if the station is operating on an uncovered net.

DELTA **Bearing of Flash or Sound.** A bearing or azimuth (as designated in line ALPHA) of flash, sound of impact, groove of impact, or original flight of missiles or rockets is provided. This line is omitted for aircraft bombing.

ECHO **Time From.** The time shelling/bombing began.

FOXTROT **Time To.** The time shelling/bombing ended.

GOLF **Area Shelled, Mortared, or Bombed.** This may be transmitted either as:

1. Polar Plot. This includes the bearing/azimuth and distance/range of impact from the observer. (This information should be encoded to prevent the observer from being bracketed as a result of the enemy getting a back azimuth and range to the observer. This is *not* the preferred technique to locate the impact of the round.)

2. Grid Reference. This information should not be encoded because the enemy already knows where he is shooting and this information will only assist the enemy in breaking the encryption. (This is the preferred technique for transmitting this information.)

HOTEL **Nature of Fire.** The purpose for which the fire is being used is reported: registration, bombardment, harassment, or so on (may be omitted for aircraft).

JULIET **Caliber/Size of Ordnance Being Fired.** The size of the weapon being fired or the size of the bomb being dropped is reported (if a determination can be made).

KILO **Time From Flash to Bang.** The time from observing the flash to hearing the sound of the explosion of the impact is reported (recorded in seconds).

LIMA **Battle Damage Assessment**

MIKE **Remarks**

SHELREP Worksheet

_____ this is _____
(receiver) (sender)

_____ REP _____
(serial number and type of report (shell, mortar, bomb) followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - _____

FOXTROT - _____

GOLF - _____

HOTEL - _____

JULIET - _____

KILO - _____

LIMA - _____

MIKE (remarks) - _____

_____

_____

DTG - _____

Situation Report (SITREP) and Worksheet

_____ this is _____
(receiver) (sender)

SITREP - _____
(serial number followed by code name and map sheet details as required)

1. DTG - _____

2. Friendly position (encrypted) - _____

3. Activities conducted (since last report) - _____

_____

_____

4. Actions planned (next 12-hour period) - _____

_____

_____

5. Logistical requirements (food, ammunition, pyrotechnics, water, and so on) - _____

_____

6. Personnel casualties (since last CASREP) - _____

_____

7. Remarks - _____

_____

_____

DTG - _____

Enemy Sighting Report (SPOTREP)

Begin the report with the subject line of the message, the DTG, and map reference details as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **Size.** This line gives the number and type of enemy by using the following letter codes:

Type of Observation	Letter Code
Infantry	A
Armored personnel carriers (type or describe)	B
Tanks (type or describe)	C
Field artillery (type or describe)	D
Antitank weapons (type or describe)	E
Antiaircraft weapons (type or describe)	F
Military trucks (type or describe)	G
Light military vehicles (type or describe)	H
Helicopters (type or describe)	J
Aircraft (type or describe)	K
Radars (type or describe)	L
Command post (describe)	M
Minefield (dimensions)	N
Other tank obstacles (specify and describe)	P
Other (followed by description)	Q

This information is transmitted by prefixing the letter with the number of each observed. In the case of infantry, the number of men seen is reported; in the case of a

minefield, the number of minefields is reported. The dimensions of the minefields are reported by using the unit of measurement from line ALPHA for each minefield.

CHARLIE **Activity.** This line describes the activity of the enemy by using the following numerical code:

Type of Activity	Number Code
On the move (followed by direction and speed)	1
Stationary, but not dug in	2
In prepared positions	3
Other (describe)	4

DELTA **Location.** The position of the enemy is provided by using the grid reference or another agreed-on system of position reference.

ECHO **Unit.** An identification of the enemy unit is provided if it can be determined. If not, a description is given that might be helpful to the tasking agency. If a positive identification is made, indication is required as to how this was achieved.

FOXTROT **Time.** The DTG of the sighting is reported.

GOLF **Equipment.** The identity or description of any weapons or equipment observed is provided.

HOTEL **Remarks.** Any additional details are included that might help to clarify enemy activities, strengths, or intentions for an intelligence assessment.

SPOTREP Worksheet

_____ this is _____
(receiver) (sender)

SPOTREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - _____

FOXTROT - _____

GOLF - _____

HOTEL (remarks) - _____

_____

_____

DTG - _____

Surf Obsevation Report (SURFREP)

Begin the report with the subject line of the message and the serial number, followed by the code name and/or map sheet information as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **Time.** This line provides the DTG of when the SURFREP was completed.

CHARLIE **Significant Breaker Height.** This includes the average height (in the unit of measurement designated in line ALPHA) of the highest one-third of all breakers observed in a 10-minute period (expressed to the nearest one-half foot or one-tenth meter).

DELTA **Maximum Breaker Height.** The largest breaker observed is reported in the unit of measurement designated in line ALPHA.

ECHO **Period.** This line provides the time (in seconds) between breakers to the nearest one-half second.

FOXTROT **Breaker Types.** The number of each type of wave is provided, followed by the letter code of that type of wave, as indicated by using the following letter code:

Type of Wave	Letter Code
Spilling. The wave becomes unstable at the crest and forms white water at the crest. The white water (foam) expands slowly down the front face of the breaker. Breaker action is mild.	A
Plunging. The wave crest becomes so much faster than the base of the wave that it falls almost into the trough with violent action. The resulting foam appears almost instantly over the complete front. At times, air is caught in the breaker as it tumbles forward, creating a type of explosion.	B
Surging. The wave crest tends to advance faster than the base of the wave, suggesting the formation of a plunging breaker. However, just before breaking completely, the wave base advances faster than the crest and the plunging is arrested with the entire wave breaking on the beach, instead of on itself. These wave types are generally found on beaches with a steep gradient.	C

GOLF **Angle/Direction.** This line includes the acute angle (in degrees) formed between the breaking lines and the shoreline, expressed to the nearest five degrees. The breaker direction is the direction toward which the breakers are moving; it is expressed as R (right) or L (left) of the observer when facing the beach from seaward.

HOTEL **Littoral Drift (Inshore Current).** The speed of the current moving generally parallel and adjacent to the shoreline is expressed in the unit of measurement designated in line ALPHA. This measurement is followed by the direction, R (right) or L (left), of the current as viewed from seaward. This is the direction toward which the current would push a boat traveling toward the beach.

JULIET **Lines of Breakers and Width of the Surf Zone.** The number of well-defined breaker lines in the surf zone is reported, followed by the width of the surf zone, by using the unit of measurement designated in line ALPHA. The width of the surf zone is the distance from the outermost breaker line to the extreme limit of wave action on the beach.

KILO **Remarks.** This line includes specific factors that could affect the above-reported information, for example, strong winds, restricted visibility, or dangerous marine life off the landing beach, and other information as stated in the patrol's IRs.

Notes:

1. Spilling wave action can generally be considered the least violent and dangerous to small boats and landing craft.

2. Surging wave action is generally the most violent and dangerous to small boats and landing craft because of the breaking action directly onto the beach.

3. Plunging wave action falls somewhere in between the two extremes, depending on storm action and other considerations.

SURF OBERVATION WORKSHEET

Wave Height Observation
Spilling - A
Plunging - B
Surging - C

Time Begun _____

_____
ABC ABC ABC ABC ABC ABC

_____
ABC ABC ABC ABC ABC ABC

_____
ABC ABC ABC ABC ABC ABC

_____
ABC ABC ABC ABC ABC ABC

_____
ABC ABC ABC ABC ABC ABC

_____
ABC ABC ABC ABC ABC ABC

_____
ABC ABC ABC ABC ABC ABC

_____
ABC ABC ABC ABC ABC ABC

Computations

Wave Period Computation

Elapsed Time: ___Min. ___Sec.
Total Seconds:
Total Seconds = ____ (Breaker Period)
No. of Waves (Line Echo)

Average Wave Height Computation

Height x Occurrence = Product

_____ x _____ = _____

_____ x _____ = _____

_____ x _____ = _____

_____ x _____ = _____

Total of Products = _____

Total of Products = Average Wave Height of Highest 1/3 Breakers (Line Charlie)

Percentage of Waves By Type:

No. of A____
No. of B____
No. of C____
(continued on next page)

	No. of Type of Wave / Total No. of Waves x 100 =	% of Wave Type (Round to nearest 10)
ABC ABC ABC ABC ABC ABC		
ABC ABC ABC ABC ABC ABC		
ABC ABC ABC ABC ABC ABC		
ABC ABC ABC ABC ABC ABC		
ABC ABC ABC ABC ABC ABC		
ABC ABC ABC ABC ABC ABC		

Time Ended_____

SURFREP Worksheet

_____ this is _____
(receiver) (sender)

SURFREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA - _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - _____

FOXTROT - _____

GOLF - _____

HOTEL - _____

JULIET - _____

KILO (remarks) - _____

DTG - _____

Tunnel Report (TUNNELREP)

Begin the report with the subject line of the message followed by the report number/serial number, code name, and map sheet details as required.

ALPHA **Units of Measurement.** See the table on page 3.

BRAVO **DTG.** This line reports the time when reconnaissance was completed.

CHARLIE **Location and Classification.** This line provides the grid reference of the tunnel location, followed by the engineering classification, if known. If there is not a person in the patrol who is qualified to classify the tunnel or if, because of the enemy situation, the patrol was unable to get the tunnel classification, then the letter code NIL will be reported in its place.

DELTA **Length and Condition of Tunnel.** This information is reported in the units of measurement designated in line ALPHA in the following sequence: the length of the tunnel, followed by the condition of the tunnel. Tunnel damage will be classified by using the following letter code:

Condition of Tunnel	Letter Code
Not Damaged. There are no restrictions to military traffic other than the dimensions of the tunnel.	A

	Boobytrapped, But Not Damaged. The tunnel is undamaged, but engineers will be required to clear the boobytraps to make the tunnel safe for military traffic.	B
	Slightly Damaged. The tunnel is damaged but probably capable of safely allowing troops to pass. Engineers are required to allow vehicles to pass and to shore up the tunnel to allow safe, sustained traffic.	C
	Significantly Damaged. The tunnel is not safe for passage of troops or vehicles. The tunnel will require a major engineering effort to make it safe for traffic but will not require rebuilding in a new location.	D
	Destroyed	E

ECHO **Horizontal Clearance.** This line reports the minimum clear distance between the inside edges of the tunnel from a height of 30 centimeters (1 foot) above the roadway surface and upward.

FOXTROT **Width of Traveled Way.** This line provides the minimum distance between the curbs just above the traveled way (below 30 centimeters or 1 foot). It is reported in the unit of measurement designated in line ALPHA.

GOLF **Overhead Clearance.** This is given in the unit of measurement reported in line ALPHA at the following points and in this sequence:

- **1st.** Left shoulder.
- **2nd.** Center of roadway.
- **3rd.** Right shoulder.

Note: If all overhead clearances are the same, report the measurement just once; it is understood that the overhead clearances are all the same.

HOTEL **Gradient.** The gradient should be reported as a ratio.

INDIA **Tunnel Use.** The intended use of the tunnel will be reported by using the following numerical code:

Type of Tunnel	Number Code
Highway/road tunnel	1
Railroad tunnel	2
Other (specify and describe briefly)	3

JULIET **Tunnel Bypass.** This information is reported in the following sequence:

- **1st.** Location of bypass.

- **2nd.** Overall bypass potential, using the following letter code:

Bypass Potential	Letter Code
Bypass Easy. The obstacle can be crossed within the immediate vicinity of the tunnel without work to improve the bypass.	P
Bypass Difficult. The obstacle can be crossed within the immediate vicinity of the tunnel, but some work will be necessary to prepare the bypass.	Q
Bypass Impossible. Crossing the obstacle is possible only by a detour some distance from the original site.	R

- **3rd.** Nature of bypass, including a brief description.

- **4th.** Restrictions, if any, including dimensions reported in the unit of measurement from line ALPHA.

KILO **Construction Material.** Tunnel construction material is reported by using the following letter codes:

Type of Construction Material	Letter Code
Steel or other metal	A
Concrete	K

Reinforced concrete	AK
Prestressed concrete	KK
Stone or brick	P
Wood	H
Other material (specify or describe)	M

LIMA **Remarks.** Any other important information is reported in this line. Such information will be designated in the team's OPORD IRs.

TUNNELREP Worksheet

_____ this is _____
(receiver) (sender)

TUNNELREP - _____
(serial number followed by code name and map sheet details as required)

ALPHA- _____

BRAVO - _____

CHARLIE - _____

DELTA - _____

ECHO - _____

FOXTROT - _____

GOLF - _____

HOTEL - _____

INDIA - _____

JULIET - _____

KILO - _____

LIMA (remarks) - _____

_____

_____

_____

_____

DTG - _____

International Morse Code

A	●–	N	–●
B	–●●●	O	–––
C	–●–●	P	●––●
D	–●●	Q	––●–
E	●	R	●–●
F	●●–●	S	●●●
G	––●	T	–
H	●●●●	U	●●–
I	●●	V	●●●–
J	●–––	W	●––
K	–●–	X	–●●–
L	●–●●	Y	–●––
M	––	Z	––●●

Hyphen [-]	–●●●● –	Colon [:]	–––●●●
Slant [/]	–●●–●	Period [.]	●–●–●–
Parentheses		Comma [,]	––●●––
Left [( ]	–●––●		
Right [ )]	–●––●–		

1	●————	6	—●●●●
2	●●———	7	——●●●
3	●●●——	8	———●●
4	●●●●—	9	————●
5	●●●●●	0	—————

Sample Brevity Matrix

Effective from 980101 to 980112

	A	B	C	D	E	F	G	H	I	J
1	North	Use UHF	Not Serious	Truck	Grid	Bogey on Net	Fastrope	VAPI	Send MRE	SPIE
2	Jeep	Low Band	Use VHF	Time Check	Need CAS	Need ARTY	Send 40 mm	Comm. Site	Trench Line	E&E
3	Smith 2435 O+	Jones 9735 O-	Assem. Area	No. of Troops	Troops Dug In	Para. Resupp. Needed	NATO Format	CH-46	Adams 0274 A+	Ottis 7395 AB+
4	3rd Team	Insert Compl.	South	Extract Time	At Obj.	Abort Mission	Hot LZ	Flash	HMMWV	Observe
5	Priority	Foot	120' Rope	Letters	BDA	Chem. Lights	Man injured	UH1N	West	Comm. Change
6	High Band	Scuba	Today's Freq.	CH-53	Send 5.56LK	Linkup Aborted	On the Move	Insert. Compl.	2nd Team	Extract Grid
7	1st Team	AT ORP	No. of Troops	Helo. Cast	Send Batt.	Cache Location	More To Follow	Time Check	Send 5.56	No-Fire Area
8	UH-60	DZREP	ALZREP	POSREP	Alt. Freq.	SPOT-REP	East	DELTA-REP	BRIDGE-REP	TUNNEL-REP
9	Area Recon.	FORD-REP	Check-point	SITREP	Ambush	Point Recon.	Observe	Halt	Move to	HQ Element
10	Need Batt. Type	Bunker	Low Band	Need Camera Film	Send Frag. Grenade	Emerg. Extract	Photo Grid	Strobe	Naval Gunfire	Linkup

Note: This should be read up then to the right. An example is, "A1E this is D3K, 4D over." (What time is extract?) "D3K this is A1E, 0700 out." (0700.)

Brevity Matrix Information

The following is a sampling of items of information or events that could be included in a brevity matrix. Use only those items that pertain to a particular reconnaissance patrol to avoid filling the brevity matrix with information that is of no use.

- Platoon
- 1st team
- 2nd team
- 3rd team
- Insertion complete
- Extraction complete
- Mission compromised
- Extraction time
- Extraction grid
- Use VHF
- Use HF
- Use alternate frequency
- Need emergency extraction
- On the move
- More to follow
- Numbers 0-9
- North
- South
- East
- West
- Abort mission
- Mission complete
- All North Atlantic Treaty Organization (NATO) formats
- Cache location
- Conduct linkup
- Linkup aborted
- Flash
- Priority
- Routine
- Need resupply

• At objective rally point (ORP) extraction	• At objective	• Awaiting
• In harbor site	• In ambush site	• Have no secure
• CH-46	• CH-53	• UH-60
• Rappel	• Fastrope	• SPIE
• High-mobility, multipurpose wheeled vehicle (HMMWV)	• Truck	• Jeep
• E&E	• Restrictive fire area	• No-fire area
• Conduct of fire net	• Troops in open	• Troops dug in
• BDA	• Trench line	• Number of troops
• 120-foot rope	• Observer	• Parachute
• Letters	• High band	• Low band
• Moving to check-point number	• Need camera film	• Air panels
• Chemiluminescent lights	• Scuba	• Helocast

- Foot
- Need fuel
- Visual approach path indicator (VAPI)
- Communications site
- Assembly area
- Stand by to control
- Communications change
- Zulu time
- Time check

Acronyms

ALZ ..... aircraft landing zone
ALZREP ..... aircraft landing zone report
AMSL ..... above mean sea level
ART ..... amphibious reconnaissance team

BEACHREP ..... beach survey report
BOB ..... back of beach
BOMREP ..... bombing report
BRIDGEREP ..... bridge report

CASREP ..... casualty report
CATF ..... commander, amphibious task force
CEOI ..... comminications-electronics operating instructions
CLF ..... commander, landing force
CONBEREP ..... confirmatory beach reconnaissance report
CONTACREP ..... contact report
CW ..... continuous wave

DACT ..... digital automated communications terminal
DELTAREP ..... river/estuary report
DP ..... datum point
DTG ..... date-time group
DZREP ..... drop zone report

E&E ..... evasion and escape
EEI ..... essential element of information

FIRREP ..... frequency interference report
FLASHREP ..... flash/action report
FMFM ..... Fleet Marine Force manual
FMFRP ..... Fleet Marine Force reference publication
FORDREP ..... river ford report

HC ..... white smoke
HELLSREP ..... helicopter landing site report
HF ..... high frequency
HMMWV ..... high-mobility, multipurpose wheeled vehicle

IP ..... impact point
IR ..... information requirement

KIA ..... killed in action

MCRP ..... Marine Corps reference publication
MHW ..... mean high water
MIA ..... missing in action
MIJI ..... meaconing, intrusion, jamming, and interference
MIJIREP ..... meaconing, intrusion, jamming, and interference report
MLW ..... mean low water
MORTREP ..... mortaring report

NAR ..... not able to record
NATO ..... North Atlantic Treaty Organization
NBC ..... nuclear, biological, and chemical
NBCREP ..... nuclear, biological, and chemical report
NC ..... no change

OIR ..... other information requirement

OPORD ..... operation order
ORP ..... objective rally point

POW ..... prisoner of war
RAILREP ..... railroad reconnaissance report
ROUTEREP ..... route and road report

SALUTE ..... size, activity, location, unit, time, equipment
SHELREP ..... shelling report
SITREP ..... situation report
SPIE ..... special patrol insertion and extraction
SPOTREP ..... enemy sighting report
STANAG ..... standardization agreement
SURFREP ..... surf observation report

TAP ..... target approach point
TUNNELREP ..... tunnel report

UHF ..... ultrahigh frequency
ULLA ..... ultra-low-level approach

VAPI ..... visual approach path indicator
VHF ..... very high frequency

WIA ..... wounded in action
WLTS ..... waterline at the time of sounding
WP ..... white phosphorus

References

Fleet Marine Force Manual (FMFM) 3-30, *Communications*

Fleet Marine Force Reference Publication (FMFRP) 3-34, *Field Antenna Handbook* (under revision as MCRP 6-22D)

Standardization Agreement (STANAG) 3570, *Drop Zones and Extraction Zones—Criteria and Marking*