b. To convert from Standard Time to Coordinated Universal Time:

TBL 4–2–3
Standard Time to Coordinated Universal Time

Eastern Standard Time	Add 5 hours
Central Standard Time	Add 6 hours
Mountain Standard Time	Add 7 hours
Pacific Standard Time	Add 8 hours
Alaska Standard Time	Add 9 hours
Hawaii Standard Time	Add 10 hours

NOTE–
For daylight time, subtract 1 hour.

c. A reference may be made to local daylight or standard time utilizing the 24–hour clock system. The hour is indicated by the first two figures and the minutes by the last two figures.

EXAMPLE–
0000 . . . . . zero zero zero zero
0920 . . . . . zero niner two zero

d. Time may be stated in minutes only (two figures) in radiotelephone communications when no misunderstanding is likely to occur.

e. Current time in use at a station is stated in the nearest quarter minute in order that pilots may use this information for time checks. Fractions of a quarter minute less than 8 seconds are stated as the preceding quarter minute; fractions of a quarter minute of 8 seconds or more are stated as the succeeding quarter minute.

EXAMPLE–
0929:05 . . . . . time, zero niner two niner
0929:10 . . . . . time, zero niner two niner and one–quarter

4–2–13. Communications with Tower when Aircraft Transmitter or Receiver or Both are Inoperative

a. Arriving Aircraft.

1. Receiver inoperative.

(a) If you have reason to believe your receiver is inoperative, remain outside or above the Class D surface area until the direction and flow of traffic has been determined; then, advise the tower of your type aircraft, position, altitude, intention to land, and request that you be controlled with light signals.

REFERENCE–
AIM, Paragraph 4–3–13 , Traffic Control Light Signals

(b) When you are approximately 3 to 5 miles from the airport, advise the tower of your position and join the airport traffic pattern. From this point on, watch the tower for light signals. Thereafter, if a complete pattern is made, transmit your position downwind and/or turning base leg.

2. Transmitter inoperative. Remain outside or above the Class D surface area until the direction and flow of traffic has been determined; then, join the airport traffic pattern. Monitor the primary local control frequency as depicted on Sectional Charts for landing or traffic information, and look for a light signal which may be addressed to your aircraft. During hours of daylight, acknowledge tower transmissions or light signals by rocking your wings. At night, acknowledge by blinking the landing or navigation lights. To acknowledge tower transmissions during daylight hours, hovering helicopters will turn in the direction of the controlling facility and flash the landing light. While in flight, helicopters should show their acknowledgement of receiving a transmission by making shallow banks in opposite directions. At night, helicopters will acknowledge receipt of transmissions by flashing either the landing or the search light.

3. Transmitter and receiver inoperative. Remain outside or above the Class D surface area until the direction and flow of traffic has been determined; then, join the airport traffic pattern and maintain visual contact with the tower to receive light signals. Acknowledge light signals as noted above.

b. Departing Aircraft. If you experience radio failure prior to leaving the parking area, make every effort to have the equipment repaired. If you are unable to have the malfunction repaired, call the tower by telephone and request authorization to depart without two-way radio communications. If tower authorization is granted, you will be given departure information and requested to monitor the tower frequency or watch for light signals as appropriate. During daylight hours, acknowledge tower transmissions or light signals by moving the ailerons or rudder. At night, acknowledge by blinking the landing or navigation lights. If radio malfunction