

Pikes Peak Regional Communications Network

Policy # 04-2001

Adopted: November 7, 2001

Approved by: (Signature on original)

Official Policy

Mandatory Notification Requirements Prior to Commencement of Specific Maintenance Actions

Date:

October 9, 2001 (modified March 15, 2002)

Purpose:

To provide for notification of critical personnel and primary dispatch points prior to commencement of maintenance or repair actions which could impact the ability of the SmartZone radio system to fully provide wide area service.

Scope:

Contractors and Government agencies providing maintenance and repair service to any portion of the SmartZone Radio System.

General Description:

When performing certain maintenance and repair actions, the possibility exists to cause outages to the SmartZone radio system, which may seriously impact the ability of the system to provide complete wide area coverage. If the radio system is not in its full wide area mode there exists the possibility of placing a public safety or public works employee in serious danger due to an inability to communicate with a dispatch center.

It is recognized that it is not always possible to keep the system in full wide area operation.

In order to minimize the effects of one or more radio sites entering the Site Trunking mode, notification of key personnel and primary dispatch centers is mandatory prior to the commencement of any action which may result in placing any radio site in Site Trunking. These actions include but are not limited to: maintenance to the Zone Controller, AEB, Premisys, T-1 (Microwave or Fiber) or the removal from service of any control channel. Maintenance personnel should use good judgement and evaluate whether the action in question may cause a site to enter Site Trunking.

Prior to commencement of any of the above described actions, maintenance personnel will notify:

PPRCN System Manager: **719-385-7203** pager **719-636-7491**

El Paso County Sheriff's Dispatch: 719-390-5555

Maintenance personnel will identify the sites that may be effected and provide an expected time of completion of the work.

El Paso County Dispatch will then notify all other dispatch centers on the Dispatch Center Talk Group of the maintenance actions taking place.

Upon completion of the maintenance action and return of all equipment to normal operation, maintenance personnel will notify El Paso County Sheriff's Dispatch. El Paso County Sheriff's Dispatch will then notify the other dispatch centers on the Dispatch Center Talk Group.

Adopted 11/07/01
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