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| **REGIONAL WIRELESS COOPERATIVE**<br>POLICIES AND PROCEDURES | |  |
| | **No.**<br>**A-03.12** | |
| **Subject:**<br><br>**Interoperability Participant Policy** | **Revised: 02/2022**<br><br>**Prior Rev:**<br>**03/2020**<br>**08/2017**<br>**03/2011** | |

## 1.0 Purpose

1.1. Defines a policy and process to form a relationship between the Regional Wireless Cooperative (RWC) and an Interoperability Participant(s).

## 2.0 Owner

2.1. RWC Operations Working Group (OWG).

## 3.0 Applies To

3.1. Entities requesting to become Interoperability Participants, as well as current Interoperability Participants.

## 4.0 Background

4.1. RWC Members need to communicate with Interoperability Participants necessitating authorization and coordination of system resources.

## 5.0 Policy Statement

5.1. The RWC Governance as defined in subsection 2.1.2 and IGA provide a definition of Interoperability Participant. This policy outlines the application process and participant responsibilities.

## 6.0 Supporting Rules

6.1. An entity may become an Interoperability Participant to support existing Members with intermittent interoperable situations.

6.2. Interoperability Participants do not have RWC voting rights.

6.3. Interoperability Participants do not have a representative on the OWG.

6.4. Interoperability Participants do not have representation on the Board of Directors.

6.5. Categories of membership are specifically defined in Exhibit A of the RWC IGA, Section 2.1.


**7.0 Responsibilities**

7.1. Requests to become an Interoperability Participant must be submitted to the RWC Executive Director.

7.2. Submissions must include:

  7.2.1.  Agency name and single point of contact.

  7.2.2.  Sponsorship letter from interoperating RWC Member(s).

  7.2.3.  Number of subscribers requested.

  7.2.4.  Length of access to talkgroups (i.e.: short term, no end date).

  7.2.5.  The authorized service provider or entity that will program the subscribers.

  7.2.6.  Specific talkgroups to program into subscribers.

  7.2.7.  Purpose of request including justification for encryption access.

  7.2.8.  Approval of authorized agency representative.

7.3. The Executive Director will provide the OWG a written summary of the application packet to include:

  7.3.1.  Requesting Interoperating Participant.

  7.3.2.  Interoperating RWC Member(s).

  7.3.3.  Talkgroup plan, if different than standard interoperability talkgroups as defined in the Interoperability Talkgroups Procedure.

  7.3.4.  Purpose of request.

  7.3.5.  Number of subscribers/users.

7.4. Potential RWC Interoperability Participants must be aware of the following:

  7.4.1.  RWC costs incurred beyond standard interoperability offerings will be the responsibility of the Interoperability Participant.

  7.4.2.  Talkgroup plans other than standard nonencrypted interoperability must be approved by the OWG.

  7.4.3.  Requirements to follow current RWC Policies and Procedures.

7.5. The Operations Working Group will approve, deny or request additional information.

7.6. The Executive Director will contact the Interoperability Participant regarding approval status and provide them with the approved talkgroups and/or interoperability decks.

  7.6.1.  Upon approval, the Interoperability Participant will be required to sign an acknowledgement agreement.

7.7. The Executive Director will follow up with all Interoperability Participants periodically to update their agreement information.

7.8. Interoperability Participants desiring additional Member talkgroups and/or an increase in the number of approved subscriber counts must notify the Executive Director of proposed changes.

    7.8.1.  Notification must include:

        7.8.1.1.   Supporting letter(s) from affected interoperating RWC Member(s).

        7.8.1.2.   RWC Subscriber Inventory form.

        7.8.1.3.   Length of access to talkgroups (i.e., short term, no end date).

        7.8.1.4.   Purpose of request.

        7.8.1.5.   Approval of authorized agency representative.

## 8.0 Conditions for Exemption or Waiver

8.1. As provided in the Waiver or Exception Policy.

## 9.0 Applicable Policies and/or Procedures

9.1. As listed at www.rwcaz.org.