


<b>REGIONAL WIRELESS COOPERATIVE POLICIES AND PROCEDURES</b>	
	<b>No. O-14.13</b>
<b>Subject:</b>  <b>Long Term Talkgroup Reservation Policy</b>	<b>Effective Date</b>  <b>09/25/2014</b>  <b>Revised</b> <b>01/11/2017</b> <b>02/04/2020</b> <b>01/04/2022</b>

### 1.0 Purpose

1.1. The purpose of this procedure is to support the long term use of interoperability talkgroups.

### 2.0 Owner

2.1. RWC Operations Working Group (OWG)

### 3.0 Applies To

3.1. All Members, Associates, Conditional, and Interoperability Participants that need long term use of RWC interoperability talkgroups.

### 4.0 Background

4.1. The RWC has identified Interoperability talkgroups that may be requested for long term operations.

### 5.0 Policy Statement

5.1. These talkgroups can be used to facilitate communications among agencies that typically communicate with each other on a regular basis.

5.2. Utilization of Interoperability resources for more than 29 days constitutes long term use.

### 6.0 Supporting Rules

6.1. Agency requests for long term talkgroup usage must be submitted to the OWG. All requests must include:

- 6.1.1. Interoperating agencies.
- 6.1.2. Number of users.
- 6.1.3. Beginning and ending dates.
- 6.1.4. Coverage requirements.
- 6.1.5. Purpose for request.
- 6.1.6. Explanation of encryption needs if secure communications are requested.
  - 6.1.6.1. A pre-determined encryption key will be assigned for each encrypted talkgroup deck.
  - 6.1.6.2. If encryption needs to be managed for secure access, a subscriber workbook will be required.
- 6.1.7. Contact person, including phone number and email address.
- 6.2. Long term interoperability talkgroups will be assigned by the OWG.
  - 6.2.1. Denied requests can be appealed to the RWC Executive Director.
- 6.3. When resources are requested, assignments are based on the following criteria.
  - 6.3.1. Network usage and system impact.
  - 6.3.2. RWC membership.
  - 6.3.3. Number of agencies and total number of users involved.
  - 6.3.4. Requestor requirements.
  - 6.3.5. Resource availability.
- 6.4. Long term interoperability usage will be evaluated quarterly.
  - 6.4.1. If extensions are not requested, users will be automatically disconnected.
- 6.5. Terminations
  - 6.5.1. The RWC reserves the right to rescind agreements.
  - 6.5.2. Upon termination, the encryption key must be removed from the radio.
    - 6.5.2.1. If the radio is Over-The-Air Rekeying (OTAR) capable the key will be removed by the Key Management Facility (KMF).
    - 6.5.2.2. If manually loaded, radios must be presented for encryption key removal upon request.
- 6.6. There is no support for emergency buttons on G, H, L, O and P interoperability talkgroups.
- 6.7. The RWC does not provide dispatch monitoring or recording for G, H, L, O and P interoperability talkgroups. Agencies must make their own arrangements for dispatch monitoring and/or recording.
- 6.8. If an encrypted talkgroup is patched to an unencrypted talkgroup both talkgroups should be treated as non-secure/unencrypted.

## **7.0 Responsibilities**

- 7.1. A representative of the requesting agency(s) will be available in person or via teleconference for discussion at the time the OWG considers the request.
- 7.2. Requesting agency needs to ensure that all agencies have access to the assigned resources.
- 7.3. When the operation ends, notification must be made to the RWC Executive Director that the assigned resource is no longer needed.

## **8.0 Conditions for Exemption or Waiver**

- 8.1. As provided in the Waiver or Exception Policy.

## **9.0 Applicable Procedures:**

- 9.1. As listed at [www.rwcaz.org](http://www.rwcaz.org)