REGIONAL WIRELESS COOPERATIVE POLICIES AND PROCEDURES	Regional Wireless Cooperative
	No. **O-14.13**
Subject: **Long-Term Interoperability Policy**	**Effective Date** **9/25/14** **(rev. 1/11/17)**

1.0 Purpose

1.1. The purpose of this procedure is to support the long-term use of interoperability talk groups.

2.0 Owner

2.1. RWC Operations Work Group (OWG)

3.0 Applies To

3.1. All Members, Associate and Conditional and Interoperability Participants that need long-term use of RWC interoperability talk groups.

4.0 Background

4.1. In order to facilitate interoperable communications, the RWC identified talk groups that are wide area to be used for long-term interoperable situations.

5.0 Policy Statement

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

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

6.0 Supporting Rules

6.1. Request for long-term talk group usage must be submitted to the OWG on requesting agency's letterhead. 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 talk group 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 talk groups will be assigned by the OWG.

6.2.1. Denied requests can be appealed to the Executive Committee.

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 talk groups.

6.7. RWC members do not provide dispatch monitoring for G, H, L, O and P interoperability talk groups on a day-to-day basis. Agencies must make arrangements for dispatch monitoring.

6.8. If an encrypted talk group is patched to an unencrypted talk group both talk groups should be treated as non-secure or unencrypted.

6.9. There should be no expectation that the interoperability talk groups are recorded.

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.

7.1.1. Once approved, the requesting agency becomes responsible to provide required documentation or information requested by the OWG.

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.

7.4. The requesting agency is responsible for facilitating encryption key removal.

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