

<p style="text-align: center;">REGIONAL WIRELESS COOPERATIVE POLICIES AND PROCEDURES</p>	 <p style="text-align: center;">Regional Wireless Cooperative</p>
	<p>No. O-14.13</p>
<p>Subject: Long Term Talkgroup Reservation Policy</p>	<p>Effective Date 09/25/2014</p> <p>Revised 01/11/2017 02/04/2020</p>

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.
- 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