P.O. 402 Communications			
Effective From:	11/03/2025	Effective To:	Current

P.O. 402 – Communications

1. PURPOSE
   - i) This order designates the Louisiana State Police and its dispatch centers as a secondary Public Safety Answering Point (PSAP) and establishes procedures for communications equipment use and officer responsibilities.
2. POLICY
   - i) It is the policy of the Louisiana State Police to ensure a safe and timely response to calls for service and to coordinate with primary PSAPs in fulfilling public safety requests.
3. GENERAL GUIDELINES AND RESPONSIBILITIES
   - i) Operation of State Police communications equipment shall be in full compliance with the procedures set forth by the FCC and this order.
   - ii) Users are directed to make use of the ITU phonetic alphabet and the ten-dash and signal response codes enumerated on DPSSP 4319.
     - a) During times of a critical incident, the Superintendent or Assistant Superintendent may elect to implement Common Language Protocol (CLP).
   - iii) Personnel shall use their department-assigned radio call number to identify themselves when communicating via radio.
   - iv) Transmission shall not interfere with ongoing communications nor prevent the transmission of emergency or urgent communications.
   - v) Users shall neither directly nor indirectly cause the transmission of false, fictitious, or misleading communication of an emergency.
   - vi) Users shall regard all transmissions as confidential.
   - vii) Users shall ensure accurate, complete, and concise transmissions.
   - viii) Radio use is restricted to pertinent State Police business and urgent personal messages.
   - ix) Information regarding use, frequencies, equipment, and codes of the Department radio systems is confidential and restricted.
   - x) No modifications to any radio or component may be made without the prior approval of the Commander of Support Services.
   - xi) The Incident Radio Communications Plan (ICS 205) provides information on which talk groups are utilized for incidents/events. For interoperability, an ICS-205 shall be completed for multiagency incidents/events.
4. TROOP ASSIGNED OFFICER RESPONSIBILITIES
   - i) All Troop-assigned officers shall inform their headquarters by radio or other means of communication upon beginning and ending a tour of duty.
   - ii) Commissioned officers leaving their units during a tour of duty shall inform the Troop by radio or other forms of communication of their location.
   - iii) Unless directed otherwise by a supervisor, commissioned officers will monitor their assigned radios continuously.
   - iv) Every enforcement stop or assistance stop shall be communicated to the Troop as soon as possible.
   - v) Should a unit be stolen, the assigned officer shall direct the radio to be inhibited as soon as possible.
   - vi) Commissioned officers must inform the Troop immediately upon installation, removal, reassignment, or reprogramming of a radio.
   - vii) Except in an emergency, officers are restricted to the use of those frequencies assigned to the Troop in which they are operating.
     - a) Officers shall notify Communications when there is a need to interoperate with other

agencies on a shared channel.

b) All requests to use State Interoperability channels on the Louisiana Wireless Information Network (LWIN) system must be submitted to Mobility and Communication Services (MCS) prior to use.

viii) Personnel shall remain on their assigned resident fleet and sub-fleet unless a supervisor grants approval or emergency actions warrant a change. Personnel shall advise communications personnel prior to these changes in fleet or sub-fleet usage.

ix) State Police officers shall not maintain unauthorized radio equipment in assigned units. Scanners are permitted if the installation and/or operation do not interfere with the operation of the radio, and the Commander of Support Services, following a request through the chain-of-command, grants approval for such.

x) Troops shall restrict the use of radio/telephone patch functions to official Department business or situations of personal emergency.

xi) Should a Troop experience a complete system failure, where communication with the base station is not possible because of a conventional repeater or microwave equipment shutdown, officers shall revert to the LSP-TA mode.

xii) Talk Group assignments:

a) DISPATCH 1: Resident talk group for all Troops.

b) DISPATCH 2: Talk group used at Troops for routine radio traffic.

c) SECURE-1: Talk group used for encrypted communications with consoles.

d) DPS/OTH: Resident talk group for DPS (non-LSP).

e) COORD-CALL: Common talk group used for communications contact from other agencies. All consoles.

f) COORD/TK-1: Secondary talk group used after initial contact from other agencies. All consoles.

g) HEADQUARTERS: Talk group used at Headquarters.

h) STATEWIDE-1: Talk group used for emergency coordination with all state agencies. All consoles.

i) STATEWIDE-2: Talk group used for emergency coordination with all state agencies. All consoles.

j) MUTUAL AID: Five-frequency FCC coordination talk group used for inter-agency operations. All consoles.

k) EMERGENCY: Talk group used for emergency operations. All consoles.

5. LOUISIANA RELAY (Dial 711)

i) The Louisiana Relay provides a toll-free telecommunications service for citizens who require TTY, Voice Carry Over (VCO), Hearing Carry Over (HCO), Speech-to-Speech (STS), Visually Assisted Speech-to-Speech (VA STS), and Spanish communication assistance.

ii) A Louisiana Relay Communications Assistant will serve as an intermediary between the citizen and the Louisiana State Police call-taker to facilitate the call.

iii) Louisiana State Police call-takers should be aware that there may be a delay in response when answering calls from the Louisiana Relay.

iv) The Louisiana State Police will work with local PSAPs and the Louisiana Relay to obtain necessary information from callers who are deaf, deaf/blind, hard of hearing, or speech disabled.