

## *P.O. 402 Communications*

Effective From:	7-15-2012	Effective To:	Current
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### *B. P.O. 402 - Communications*

#### 1. 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) Transmission shall not interfere with ongoing communications nor prevent the transmission of emergency or urgent communications.
- iv) Users shall neither directly nor indirectly cause the transmission of false, fictitious or misleading communication of an emergency.
- v) Users shall regard all transmissions as confidential.
- vi) Users shall ensure accurate, complete, yet brief transmissions.
- vii) Radio use is restricted to pertinent State Police business and urgent personal messages.
- viii) Information regarding use, frequencies, equipment and codes of the Department radio systems is confidential and restricted.
- ix) No modifications to any radio or component may be made without the prior approval of the Commander of Support Services.

#### 2. 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 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.
- 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 communications 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 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 operation. All consoles.
- k) EMERGENCY: Talk group used for emergency operations. All consoles.

