

<i>P.O. 402 Communications</i>			
Effective From:	11/3/2025	Effective To:	Current

B. *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, yet brief 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 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.