

## **Allied Radio Matrix for Emergency Response (ARMER) Standards, Protocols, Procedures**

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|-------------------------|---|----------------------------------|
| Document Section 5      | <b>System Access by Non-Governmental Organizations (NGOs)</b> | <b>Status:</b> Complete          |
| State Standard Number   | <b>State 5.6.0</b>  |                                  |
| Standard Title          | <b>Higher Educational Institution Access</b>                  | <b>SECB Approval:</b> 12/15/2011 |
| Date Established        | <b>12/06/2011</b>   |                                  |
| Replaces Document Dated |   |                                  |
| Date Revised            |   |                                  |

### **1. Purpose or Objective**

The purpose of this standard is to establish a policy that provides ARMER system access to educational institutions conducting public safety classes. This will enable educational institutions to own, operate, and learn about ARMER equipment, completing the mission of preparing students to work as public safety professionals.

### **2. Technical Background**

Use of ARMER by educational institutions will consume system resources, such as channel time and available database information. Educational institutions with interconnected equipment will require backhaul to connect the institution and the ARMER Backbone.

### **3. Operational Context**

Numerous educational institutions in Minnesota provide education to future public safety professionals including telecommunicators, firefighters, EMS, and law enforcement personnel. Some of these organizations currently use outdated radio technology with limited range in an attempt to familiarize their students with radio procedures.

With the statewide change to the ARMER system, it is important to allow students opportunities to become familiar with ARMER equipment and capabilities so they are better prepared for the public safety field when they complete their education.

### **4. Recommended Protocol / Standard**

Any accredited, post secondary educational institution in Minnesota who has the education of public safety professionals as part of its mission may utilize the ARMER system for communications related to educational activities. These communications are expressly for the purpose of familiarizing students with radio systems,

specifically ARMER, and for helping students understand the integration of communications within their profession.

Any training performed by an educational institution as part of a degree or certification program will not preclude or serve as substitute for training that is required of an employer. Training conducted by an educational institution under contract or agreement to provide professional training services may be considered training in use of the ARMER system.

Educational institution use of ARMER shall be on a secondary, non-interfering basis to the extent enforceable.

## **5. Recommended Procedure**

Educational communications will take place on talkgroups specific to each institution. Educational institution talkgroups will be set at the lowest priority level on the system. Talkgroups are for educational purposes only and will not be shared with other system users or used for actual first response.

Educational institution radios will not be programmed with live response talkgroups. In the event that students are activated in a live first response scenario, they will be covered as applicable by State Standard 5.2.0, "Disaster Relief Organization Access."

Educational institutions shall submit a Limited Participation Plan for Statewide Emergency Communications Board (SECB) approval, which details, at a minimum:

- The nature of the educational program and benefit to public safety in Minnesota
- Description of infrastructure, including radio consoles and backhaul
- Inventory and description of subscriber radios
- Inventory and description of any fixed or transportable stations
- Fleetmap
- Anticipated impact to the ARMER system, including talk time and area of operation
- Local System Management (technical liaison)
- Local System Administration (administrative liaison)

Each educational institution shall enter into a User Agreement with the county in which its educational program operates, the region in which its educational program operates, or the State - whichever area is smallest or otherwise mutually considered most appropriate. Educational institutions shall be responsible to coordinate use as allowed by the User Agreement.

The User Agreement shall specify enforcement provisions, including consequences for misuse of the ARMER system.

## **6. Management**

Each educational institution shall manage its User Agreement.

This standard shall be managed by the Minnesota Department of Public Safety (DPS), Division of Emergency Communication Networks (DECN).

An educational institution seeking to access the ARMER system shall follow contracting entity guidelines, illustrated in the flow chart found under State Standard 1.9.0.