



Statewide Interoperability Radio Network (SIRN) Standards, Protocols, Procedures



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State Standard Number	7.2.0	
Standard Title	Response to Non-Compliance	
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Date Revised/Reviewed	NA	

1. Purpose or Objective

The purpose of this standard is to describe the consequences of non-compliance with SIRN Standards, Protocols, and Procedures.

2. Technical Background

- **Capabilities**
- **Constraints**

3. Operational Context

The Statewide Interoperability Executive Committee (SIEC) is charged with setting standards and determining protocols and procedures for consistent and efficient operations between and among users of the SIRN system. The SIEC Sub-Committee will serve as the information gathering body regarding non-compliance and make recommendations to the SIEC for approval and implementation.

<u>REVIEW BODY</u>	<u>ROLE</u>
SIEC Sub-Committee (Whole or individual members assigned by chairperson)	Investigation and fact finding, recommend action
SIEC Sub-Committee (Whole)	Approval/modification of recommended action
Statewide Interoperability Committee (SIEC)	Approval/disapproval/modification of Sub-Committee recommendations & implementation

4. Recommended Protocol/Standard

Consequences of failure to comply with established SIRN standards, protocols, and procedures fall into three categories on non-compliance:

- a) **If an imminent threat** is perceived to affect the system that cannot wait for formal action by the SIEC the following individuals are empowered to take immediate, corrective action at their discretion:



- SIEC Chairperson and/or Vice Chair
- SIEC Subcommittee Chairperson and/or Vice Chair

All imminent threats will be reported to the SIEC Sub-Committee Chairperson and Vice chairman for investigation.

- b) **Moderate to high potential for serious adverse effect** on participants and/or on non-participants of the SIRN system.

First Violation	Written order to immediately stop the non-compliant practice or action. The SIEC Chairperson will send this order, with copies sent to the SIEC Sub-Committee Chairperson and the governing body of the violating agency.
Failure to correct problem and respond within 30 days or second offense within 180 days	Suspension of user access on the SIRN system. This action must be recommended by the SIEC, Sub-Committee and approved by the SIEC.
Failure to respond within 60 days or third offense within 180 days	Revocation of user access on the SIRN system. This action must be recommended by the SIEC, Sub-Committee and approved by the SIEC.

- c) **Low potential for adverse effect** on participants and/or non-participants of the SIRN system:

First violation	Written letter of warning identifying the non-compliant practice or action. The violator is advised to stop the non-compliant practice(s) or apply to the SIEC for a formal waiver within 30 days. The SIEC Chairperson will send this letter of warning, with copies sent to the SIEC Sub-Committee Chairperson and the governing body of the violating agency.
Failure to respond within 30 days or second offense within 180 days	Written order to immediately stop the non-compliant practice or action or be subject to suspension or revocation of user privileges. The SIEC Chairperson will send this order, with copies sent to the SIEC Sub-Committee Chairperson and the governing body of the violating agency.
Failure to respond within 60 days or third offense within 180 days	Suspension or revocation of user access on the SIRN system. This action must be recommended by the SIEC, Sub-Committee and approved by the SIEC.

- d) The SIEC Sub-Committee will be the first review body for discovery or reported incidents of non-compliance.

All participants of the SIRN system, whether full, limited, or interoperability have the right to appeal a procedure, decision, or sanction set forth by the SIEC.

5. Recommended Procedure

Non-compliance may come to the attention of SIRN users and support personnel as a result of routine monitoring, an audit, a report, complaints from radio users, or other sources. Awareness of non-compliance requires:

- The individual discovering non-compliance is obliged to immediately report the situation to their local system administrator and/or state system administrator. They can also report the activity to the Public Safety Program Manager.
- The activity will then be sent to SIEC Sub-Committee Chairperson as a report of non-compliance
- If the matter is determined to be urgent by either the SIEC Sub-Committee or SIEC Chairpersons, it will be investigated by the SIEC Sub-Committee and placed on the agenda for the next SIEC meeting
- Should immediate corrective action be required, the non-compliant agency will be notified of:
 - The required corrective action. This will include a request to explain the non-compliance
 - The date the matter will be reviewed by the SIEC Sub-Committee
 - Their rights to request a variance or waiver and, to appeal.
- The SIEC will hear the issue and determine corrective action
- All required corrective action will be conveyed to the non-compliant agency in writing within 10 days
- The SIEC Sub-Committee Chairperson will follow up to ensure that all corrective actions have been completed with the required time frame.

6. Management

The SIEC is responsible to manage and provide oversight to all reports of non-compliance and corrective actions.

