

Title: Annual Drills and Exercises Policy

Index: 106-C

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Owner: Technical Working Group (TWG)

1. Purpose

- a. The purpose of this policy is to establish basic guidelines and expectations for the members of the Pima County Wireless Integrated Network (PCWIN) with regard to participation in annual drills and exercises.

2. Background

- a. PCWIN is a complex voice radio network. Day-to-day operation of the system does not utilize the full potential of the 800 MHz system.
- b. Complex incidents and large scale emergencies may be complicated if users are not familiar with the features made available by PCWIN's technology.
- c. Periodic internal and external exercises and drills should be accomplished to keep users familiar with the core principles of the digital trunked network and to maximize the system's effective use.

3. Policy Statement

- a. To the fullest extent possible PCWIN members are encouraged to participate in Federal, State, and local disaster preparedness exercises.
- b. PCWIN agencies should take advantage of large scale operations to exercise the PCWIN system to its maximum potential.
- c. Where possible, exercises should comply with the standard of the Homeland Security Exercise and Evaluation Plan (HSEEP).
- d. The Network Managing Member should plan at least one annual internal exercise to discuss common failure scenarios and disaster preparedness. The discussion should focus on risk mitigation, internal and external communication processes, as well as network recovery procedures
 - i. The Technical Working Group (TWG) and Operations Working Group (OWG) will assist to develop the scenario for the Network Managing Member. As the working groups observe the exercise they shall report their findings to the Executive Committee who will then evaluate the exercise participants' effectiveness and make recommendations to the PCWIN Board of Directors.
 - ii. Exercises should include scenarios that incorporate degraded communications such as:
 1. Fiber cut or degradation
 2. Microwave loss or damage
 3. Grid or select power outage

4. Partial or major radio system loss or compromise
5. Circuit loss or compromise
6. Zonal overload by event (flash flood, civil unrest, heat wave, power loss, etc.)
7. Subscriber functionality

4. Applies to

- a. All PCWIN members and participants

5. Supporting Rules

- a. Reporting System Issues Policy
- b. Service Level Agreements

6. Conditions for Exemption or Waiver

- a. None