

7. ENCODER TONE/SIREN DECODER POLICY & PROCEDURES

- 7.1 Encoder tones will only be activated as specifically detailed in this section. This shall include, but may not be limited to, the following:
 - 7.1A Public Safety related incident dispatch.
 - 7.1B Request of a Chief Officer.
 - 7.1C Request of authorized and licensed radio technicians.
 - 7.1D Chief Officer notification for a specific need related to their realm of authority.
 - 7.1E Notification of apparatus which may be on an assignment and available by "pager."
 - 7.1F Justifiable requests for personal safety notifications.

- 7.2 Subordinate officers, firefighters, off-duty paramedics, EMT's and other fire services or EMS personnel will not be paged by the Communications Center except as referenced in 7.1F. Encoder activation and radio broadcast for fire police is permitted for incident purposes.

7.3 ASSIGNMENT OF ENCODER TONES

Each Cumberland County Fire and EMS Company will be provided a paging encoder tone assignment for dispatch purposes. Municipal paging encoder tones will be provided upon request in lieu of individual company tone(s). A municipal paging tone will be provided for municipal chiefs of municipalities that do not have a fire company within its boundaries. A second encoder tone for Fire station activation will be provided to Cumberland County companies upon request. Cumberland County 9-1-1 reserves the right to approve requests, deny requests and determine the actual tone assignment if a request is granted. The general rule will require that the Company have first due box area within Cumberland County. (Example - Shermansdale Fire Co. Box 34-01 in Middlesex Township)

7.4 KNOX SENTRALOK SYSTEM

The County Communications Center can provide the Knox Company Sentralok encoding capability for Cumberland County municipalities that have approved Knox box installations for commercial and other at-risk properties. Use of the Knox Sentralok encoder function is subject to the following requirements.

7.4A The municipality shall approve the Knox Sentralok System for use by the Fire and EMS providers serving the municipality. Written approval must be forwarded to the county by the municipality.

7.4B Companies that serve more than one municipality using the Knox Sentralok System shall coordinate any common key issues with the KNOX vendor and involved municipalities.

7.4C Knox Sentralok encoding will only be done through the 800 Radio System via a data burst which is not talk group dependant. Any activation via the 800 Radio System will require that the target radio be in quiet talk group where no voice transmissions may interfere with the data being sent.

It will be the Fire or EMS company's responsibility to coordinate the Knox Sentralok decoder installs with the Department of Public Safety.

7.4D The Knox Sentralok encoder tone will only be activated under the following conditions:

1. During an incident dispatched by the Communications Center.
2. Request of a bonafide radio service technician doing maintenance work on the Knox System. The Communications Center Supervisor/Shift Leader may request further verification of the service need and can deny activation if verification is not provided.
3. Any release requests involving KNOX Box maintenance, testing, or installation must be initially coordinated by telephone with the communications center. These requests must be from an officer or other official from the Fire Company or municipality.