



WEST VIRGINIA STATEWIDE INTEROPERABLE RADIO NETWORK

Radio Programmer Application

Programmer Contact Information		
Last Name:	First Name:	Middle Name:
SSN (Last 5 Only):	DOB (MM/DD/YYYY):	
Agency / Vendor:		
Street Address:		
City:	State:	Zip:
Work Phone:	Cell Phone:	
Email Address:		
Signature:		Date:

By signing above:

- I give the WV Statewide Interoperable Executive Committee (SIEC) authorization to perform a background check.
- I understand any incorrect information provided may result in the dismissal of this application.
- I understand that submitting an application is not permission to program any equipment related to SIRN.
- I understand that this application must be processed and favorable results of the background check be returned BEFORE I may attend any training on the programming of equipment related to SIRN.
- I understand that before programming any equipment for any agency, I must have proper training, a Programmers Security Agreement on file and received confirmation that I am listed as an approved programmer.

NO PROGRAMMING ABILITY SHOULD BE ASSUMED!

For Internal Use
Background Date:
Background Status:
Applicant Notification Date:
Notes:



WEST VIRGINIA STATEWIDE INTEROPERABLE RADIO NETWORK PROGRAMMING SECURITY AGREEMENT

This agreement is between _____ (Programmer) and _____ (county/agency) to program radio's for use on the West Virginia Statewide Interoperable Radio Network (SIRN).

The following programming authorization has the following restrictions:

No Restrictions Restricted To Entity: _____

The SIRN programming data and keys are by the nature of their use in the public safety environment, sensitive, and in need of protection from revelation or dissemination to those not authorized to possess the knowledge. Users or service personnel not specifically authorized are not permitted to program or otherwise modify radios, or any aspect of the SIRN in any way.

The following conditions apply to any security key or radio program developed for use on any piece of equipment in the SIRN:

1. The radio program security key of any manufacturer shall not be divulged for any reason to other than those who have been authorized by the West Virginia Statewide Interoperability Executive Committee (SIEC), through the recommendation of the technical committee, through this agreement.
2. No radio shall be programmed, or program modified except by those authorized by this agreement.
3. Each agency and its designees shall be responsible for the integrity of the key, and any computer equipment on which the key and associated programs reside.
4. No units shall be added to or deleted from the main system switch without the expressed authorization of the system (fleet map) manager and /or his/her designee.
5. No modifications will be performed to the SIRN with regard to setup and operating parameters without the expressed authorization of the system (fleet map) manager and/or his/her designee.
6. As an authorized programmer, the signatory agrees to abide by all Policies and Procedures of the SIRN.

It is understood that programming keys are the property of the SIRN and that violation of this agreement could cause the dismissal and possible prosecution of any individual(s) responsible for causing a security breach, or a condition that could be detrimental to the system and/or its security. Individuals could include both the signatories of this document, and those involved in violations of the document.

It is understood that any code plug that I use to program radios under this agreement shall be made available to the Technical Committee for approval. Radios also will be audited at the discretion of members of the SIEC or their designee for programming content.

I have read, understand, and agree to the above guidelines for access and use of SIRN software, software system keys, and facilities, and agree to maintain the integrity and security of any propriety information in my custody as it pertains to the system.

Programmer (Please Print Clearly)			
Last Name		First Name	
Agency		County	
Cell Phone		Work Phone	
E-Mail Address		Programmer ID#	
Signature		Date	
Authorizing Agent - Contact Information (Federal, State, or County Representative Responsible for Programmer)			
To obtain authorization to program radios, one of the following must approve the above programmer: County 911 Director or Emergency Manager (or their designee); State/Federal Official (or their designee). Note: Separate authorization must be received from each County, State or Federal agency in which they will be programming radios.			
Last Name		First Name	
Agency		County	
Phone		E-Mail Address	
Signature		Date	



WEST VIRGINIA STATEWIDE INTEROPERABLE RADIO NETWORK

Radio Programmer Training Certification

Programmer Contact Information			
Last Name:	First Name:	Middle Name:	
SSN (Last 5 Only):		DOB (MM/DD/YYYY):	
Agency / Vendor:			
Street Address:			
City:	State:	Zip:	
Work Phone:		Cell Phone:	
Email Address:			
<u>Programming Experience (Years)</u>			
SIRN:		Other P25/Trunking System (system & years):	
Signature:			Date:

Training Certification			
Make/Model Category	Date	Instructor (printed)	Instructor (signature)
* <u>Bendix-King</u>			
KNG-Series			
VP600			
* <u>E.F. Johnson</u>			
51xx-Series			
53xx-Series			
* <u>Harris</u>			
Unity-XG			
73xx-Series			
* <u>Kenwood</u>			
10-Series			
20-Series			
NX-Series			
* <u>MaCom</u>			
33xx-Series			
54xx-Series			
* <u>Motorola</u>			
APX			
XTL/XTS			
* <u>Tait</u>			
TP-91xx Series			

By signing above:

- I affirm the information contained on this Training Certification is true and accurate to the best of my knowledge;
- I understand submitting an application is not permission to program any radios;
- I understand this application must be processed and approved BEFORE any radios are programmed, and the SIEC Technical Committee or SWIC may require additional information;
- I understand I must stay current on all training, and follow all policies and procedures of the SIEC.