



INTEGRATED PUBLIC SAFETY COMMISSION

SYSTEM KEY AGREEMENT

Memorandum of Understanding (MOU)

AGREEMENT AND TERMS OF USE

Agencies agree to the following terms and conditions when accepting a system key for the IPSC P25 system:

1. A current Memo of Understanding (MOU) must exist between the accepting agency and the Integrated Public Safety Commission (IPSC). A change in agency authority will require a new MOU with the Integrated Public Safety Commission.
2. Once activated, the Hardware System Key is operational for a period of twelve (12) months.
3. **SPECIAL NOTE:** Effective January 1, 2020 IPSC will activate agency keys for the IPSC P25 system only. Any additional systems appended to the key must be added by the associated agency.
4. Effective January 1, 2020, Hardware System Key updates will be performed by appointment at the IPSC Communications Technical Center (CTC). This new process will provide improved service and convenience to our customers.
 - a. For appointments call: (317)899-8571.
 - b. Appointments will be scheduled with IPSC Communications Analysts at the IPSC CTC in Indianapolis.
 - c. Allow approximately one (1) hour for your appointment.
 - d. Please remember to bring your current IPSC Users Agreement/Memorandum of Understanding (MOU) and Hardware System Key.
5. In accepting a Hardware System Key the agency agrees to the following:
 - a. Agencies are responsible for all costs incurred for the replacement of lost, stolen, or expired Hardware System Keys.
 - b. Agencies agree to immediately notify IPSC of lost or damaged system keys.
 - c. Agencies agree to maintain their system keys in a secure location and will not release or loan them to third parties.
 - d. Agencies must assure that unauthorized programming and use of their assigned Hardware System Key does not occur.
 - e. Unauthorized or inappropriate use of hardware keys will result in the cancellation of this agreement and loss of key privileges.
 - f. All radio programming personnel must provide a copy of their CPS certificate to the Integrated Public Safety Commission.
 - g. Agencies agree to use standardized talk-group alias naming conventions to prevent confusion when operating with other agencies.
 - h. Agencies may program their radios with talk-groups from within their local jurisdiction with written permission from the affected agencies.
 - i. To maximize interoperability, agencies should program statewide, regional and event mutual aid talkgroups into their radios.
 - j. IPSC reserves the right to reject, recover and cancel hardware keys.

IPSC will generate agency Hardware System Keys once a current signed agreement/MOU is on file.

ADVANCED SYSTEM KEY (ASK) HARDWARE

(Note) Additional Vendor equipment will be added when available)

Motorola

- 5185956E75 Serial Interface IC USB Port Adapter
- 5184054Y01 IC, 4KBIT RAM & Time IButton
- 5184054Y03 64Kb Memory IButton Generation 2 (Renewable)

EF Johnson

- 250-5000-973 Enhanced System Key
- 250-5000-974 Viking Enhanced System Key

RESPONSIBLE PARTIES

The individuals listed below will be responsible for creating templates and programming our agency radios:

(Agency/Company)

(Owner/Authorizing Agent)

Date

I certify that the individuals listed below are technically qualified to execute the radio programming duties for our agency and are responsible for ensuring that our key is used for authorized programming only. The hardware key will be maintained in a secure location at our agency. The key will only be used to program radios within the ID range for which we are authorized.

Authorized Agency Programming Staff:

- | | |
|-----------|-----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |
| 7. _____ | 8. _____ |
| 9. _____ | 10. _____ |
| 11. _____ | 12. _____ |