

## **12 FAH-7 H-650 COMMUNICATIONS EQUIPMENT**

*(TL:LGP-01; 08-10-2001)*

### **12 FAH-7 H-651 GENERAL**

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- a. Two-way radio communications are an important part of an effective LGP, particularly when telephone service is limited or undependable. Vehicles used for supervisory duties, mobile patrol, or rapid response by a reaction force should be equipped with mobile radios. It is important that bilingual dispatchers be used so that messages received from employees or dependents calling for assistance or reporting incidents will be clearly understood and that instructions to member of the LGF are clear.
- b. The Department recommends that, wherever possible, cellular telecommunications equipment be used to support surveillance detection. The use of cell phones lowers the profile of SD personnel and enhances their ability to perform their duties outside of the mission environment. DS/CIS/PSP/FPD recommends, at minimum, the RSO, each team leader, and command post (CP) have a cellular phone. Where cell phones are used, the RSO needs to monitor phone usage and require reimbursement if personal calls are made.
- c. Where cellular phone capabilities are lacking, SD personnel should be equipped with radio equipment compatible with existing mission equipment. There should be at least one separate channel for SD operations. If radios are used, the procedures in 12 FAH-7 H-642 and 12 FAH-7 H-643 must be followed for their acquisition and operation. Radios should also be used with prudence as they may expose team members to the public or hostile surveillance teams.
- d. The RSO should include LGP cellular phone and radio requirements in the LGP contract. The LGP contract should include initial funding for equipment, maintenance costs, and replacement parts. If the contractor is unable to provide radio communication as part of the contract, the RSO should coordinate with the information management officer (IMO) and regional information management center (RIMC) to obtain purchasing information on compatible VHF or UHF radio systems for LGP programs. The RSO should coordinate funding requirements for LGP radios with IRM

and DS/CIS/PSP/FPD. RIMC can provide limited assistance with maintenance repairs, but will not supply replacements for inoperable LGF units.

## **12 FAH-7 H-652 INFORMATION MANAGEMENT OFFICER (IMO) OR INFORMATION PROCESSING OFFICER (IPO)**

*(TL:LGP-01; 08-10-2001)*

The IMO or IPO is the embassy's focal point for all radio matters. The functions of the IMO or IPO is:

- (1) To manage all Department HF, UHF and/or VHF radio systems and provide guidance to users of other radio systems under the authority and direction of the COM, as required, to maintain network discipline and operational efficiency. This includes consulting with host government authorities for operating licenses and frequency approvals;
- (2) To provide radio operating procedures and maintenance guidance to radio equipment users;
- (3) To assure that all users have provided the IPO with the information and operator instructions needed to isolate and correct faults when radio assets cause existing post or host country networks to degrade;
- (4) To determines test schedules and procedures; and
- (5) To establish the area custodian of IM property.

## **12 FAH-7 H-653 REGIONAL INFORMATION MANAGEMENT CENTER (RIMC)**

*(TL:LGP-01; 08-10-2001)*

- a. The RIMC should be consulted on all matters pertaining to communications needs for the LGP. The RIMC provides direct technical and operational support to each COM within its geographic area of responsibility. The RIMC reviews and approves post and contractor equipment specifications and technical plans to ensure compliance with the Department's established radio program standards and specifications.

For post or Bureau funded systems, the RIMC assesses the probability of and recommends resolutions to interference problems. It also provides technical assistance on integrating new systems or major changes in existing systems with other existing and planned radio systems.

- b. It is the responsibility of the RIMC to ensure appropriate operating frequencies are requested from the host government for official mission use. The question of reciprocity must be considered and Department approval received prior to requesting operating frequencies from the host government. The RIMC will be aware of legal restrictions on types of equipment, transmitter power limits, and licensing requirements. The RSO should provide the RIMC with sufficient information about the LGP communications requirements to allow identification of the options available in terms of organization of the net and the selection of proper equipment to do the required work. At a minimum, this information should include:
  - (1) The function and purpose of the net;
  - (2) Anticipated guard post locations (great distances or obstacles may require the use of repeaters);
  - (3) Anticipated shift arrangements in terms of hours (this can affect the recharging program and the kind of portable equipment selected in terms of power pack capability); and
  - (4) Number of hand-held and mobile units required to man the net.
- c. Based on the total number of radios required, the RIMC will recommend a suitable number of spare units to provide replacements for units out for repair or other reasons.

## **12 FAH-7 H-654 FUNDING**

*(TL:LGP-01; 08-10-2001)*

- a. Department funded cell phones and radio systems may be owned or leased. DS/CIS/PSP/FPD funds LGP, including SDP, cell phones, and/or radios. The post or regional bureau funds all other communication requirements.
- b. All proposals relating to introducing new radio systems or making major changes to existing systems must be coordinated with the COM and the Department. The RSO should coordinate with the IMO and/or IPO for acquisition of UHF and/or VHF radio systems for the LGP.

## **12 FAH-7 H-655 COMMUNICATION EQUIPMENT SELECTION**

*(TL:LGP-01; 08-10-2001)*

- a. An important consideration in determining radio requirements is compatibility with the post's E&E radio network frequencies. The RSO and others should be able to maintain contact with the emergency action network and the guard force. Based on requirements identified by the RSO, the RIMC should provide detailed specifications for all radio equipment needed, including hand-held mobile units, repeaters, chargers, antennas, and spare rechargeable batteries. Consideration should be given to the use of a clip-on lapel microphone in conjunction with a belt unit. Such a configuration facilitates the use of the radio without the need for removing it from the belt carrier.
- b. Although not available on all models of radios, high-risk posts should strongly consider the use of a distress and/or duress button on the units. When depressed, these buttons will transmit a signal to the base station signifying the fact that the guard is in danger or needs assistance. An alternative at a fixed post is a hardwired duress device.
- c. The post may decide that the radio communications system for the operation of the guard force or the surveillance detection team will require a separate and dedicated communications center or base station. The RIMC should be consulted as to the minimum requirements even if a contractor is providing all radios and a complete communication system. This information will be of value to the RSO where the contractor provides such a facility in assuring that proper base station equipment and related items are adequate for the purpose.
- d. The post may select cellular phone equipment based on locally available equipment, financial options, and the operational requirements. Every attempt should be made to acquire the most suitable equipment for the lowest possible cost.

## **12 FAH-7 H-656 COMMUNICATION EQUIPMENT PROCUREMENT**

*(TL:LGP-01; 08-10-2001)*

- a. The preferred method for meeting the need for cellular phones and radio equipment is to require the contractor, as part of the contract, to supply and maintain all needed equipment. This shifts the burden of

procurement and maintenance from the mission. When buying the units, the contractor has the freedom of choice, under local laws and regulation, of any equipment that satisfies the program's communication requirement. The contractor may choose to procure non-U.S.-made equipment.

- b. If the contractor is unable to provide the radio equipment, the post should identify the requirement to the Department's Diplomatic Telecommunications Services Program Office (DTSPO) so that available equipment may be issued. If the required equipment is not readily available, the Department may authorize post to purchase or lease equipment on a long-term basis. In all cases, full coordination with the RIMC is required for technical advice and assistance. If the Department has authorized the post to purchase and/or lease locally, then pro forma invoices should be obtained. Generally the department seeks the most expeditious, efficient, and cost-effective method of procurement.
- c. If the host government is supplying security forces for the LGF, the host government usually provides adequate communication capability. Should the host government not have adequate radios or should there be a compatibility problem, consult with the RIMC and DS/CIS/PSP/FPD for information on actions and equipment necessary to ensure satisfactory communications.

## **12 FAH-7 H-657 MAINTENANCE CONSIDERATIONS**

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- a. When the contractor provides communications equipment, all repair, replacement, and maintenance problems are the responsibility of the contractor. This should be stated in the contract and failure to provide continuous or acceptable communications should be one of the elements of the deduct schedule.
- b. When the U.S. Government is providing the radio equipment the availability of a suitable maintenance capability should influence the selection of the make of equipment. To reduce downtime and the number or spare units that must be kept on hand, a local repair capability is preferred. However, many developing countries lack this, and it is necessary to return units to the manufacturer or a suitable repair facility in a third country. This often results in undue delay in returning a unit to operation. The RIMC can provide guidance on maintenance matters and the selection of the best option in terms of quality of service and turn-

around time.

## **12 FAH-7 H-658 COMMUNICATIONS EQUIPMENT DISPOSAL**

*(TL:LGP-01; 08-10-2001)*

- a. Disposal of excess or unrepairable cellular phones or radio equipment, which is the property of a contractor, will be accomplished by the contractor.
- b. Where the communications equipment is the property of the U.S. Government, the equipment must be inventoried and excess or unrepairable equipment will be returned to the IMO, IPO or RIMC where appropriate action will be taken. For additional guidance on disposal of GFE LGP radio equipment, see 6 FAM 227, Disposal of Personal Property.

## **12 FAH-7 H-659 UNASSIGNED**