

Mutual Aid Box Alarm System – Illinois Communications – EmNET Testing

Index #: C-01-04-04

Adopted: 10/12/2011

Revised:

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Subject: EmNet Testing
Functional Area: Communications
Category: Procedure
Approved By: MABAS Executive Board



PURPOSE

To provide a coordinated schedule for monthly testing of the EmNet communications system with each primary, and, if appropriate, back-up dispatch center.

RESPONSIBILITY

This procedure applies to all MABAS-Illinois Division's primary and back-up dispatch centers.

ACCOUNTABILITY

Enforcement of this specific procedure rests initially with the Co-Chairs of the MABAS Telecommunications, Communications, and Dispatch Centers committee, then the MABAS CEO, followed by the MABAS President, 1st Vice President and 2nd Vice President.

REPORTING REQUIREMENT

A monthly report will be forwarded to the TCD committee, and to the responsible project coordinator.

BACKGROUND

The testing of equipment will confirm proper operation, and document any operational discrepancies. This procedure coordinates testing currently operates.

PROCEDURE

The MABAS Telecommunications, Communications and Dispatch Committee hereby establishes the following testing schedule. Upon receipt of each test, each Division involved shall reply in a timely matter.

1. The Emnet will be tested on the first Tuesday every month, rotating time of day/shift. Upon receipt of the test message, the division dispatch center shall reply via EmNet.
2. The EmNet test message shall read: "RED Center/Orland Central monthly test. Please acknowledge and reply to this message."
3. Each agency shall acknowledge receipt of the message and send a reply message.
4. RED Center and Orland Central will document all testing results, and forward them to the TCD Co-Chairpersons. Any issues will also be forwarded to the MABAS Branch Chief, and to the EmNet project coordinator.

Testing Schedule: Located in Appendix A

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Appendix A EmNet Testing Schedule

MONTH	DAY	TIME	DIVISIONS	CENTER
January	1st Tuesday	9:00:00 AM	All	OCD
February	1st Tuesday	7:00:00 PM	All	RED
March	1st Tuesday	3:00:00 AM	All	OCD
April	1st Tuesday	9:00:00 AM	All	OCD
May	1st Tuesday	7:00:00 PM	All	RED
June	1st Tuesday	3:00:00 AM	All	OCD
July	1st Tuesday	9:00:00 AM	All	RED
August	1st Tuesday	7:00:00 PM	All	OCD
September	1st Tuesday	3:00:00 AM	All	RED
October	1st Tuesday	9:00:00 AM	All	OCD
November	1st Tuesday	7:00:00 PM	All	RED
December	1st Tuesday	3:00:00 AM	All	OCD