

## **PROCEDURE NO. 025: Radio Technician for Emergency Incidents Public Safety Communications Division (PSCD) (8100) (July 2010)**

An Office of the Chief Information Officer (OCIO) Public Safety Communications Technician (PCST) shall be requested for the following purposes:

- When requested by the incident
- When an Incident Command Team is assigned to an incident
- When a Mobile Communications Center (MCC) is requested to an emergency incident.
- When a radio cache is requested by an emergency incident.

### **Responsibilities and Action**

#### **ECC**

1. Enter a request for a Public Safety Communications Technician (PSCT) into the resource ordering system of record.
2. Place request with the Region OCC.

#### **Region OCC**

1. Receive request for PSCT.
2. Place with Sacramento CC.

#### **Sacramento CC**

1. Receive request from Region OCC.
2. Contact State Microwave Center OCIO-PSCD. Provide incident information including report location and contact numbers for the PSCT.

NOTE: The on-duty Microwave Center technician will forward your request to the Duty Supervisor to assign a technician to the incident. The Duty Supervisor should call back within 30 minutes with assigned technician.

3. Enter fill information into the resource ordering system of record.

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