

# **12 FAH-1 H-300 COMMUNICATIONS**

## **12 FAH-3 H-310 RADIOS**

### **12 FAH-3 H-311 GENERAL**

*(TL:FOMH-1; 12-4-95)*

The SAC of each field office is responsible for assigning an officer as radio program officer (RPO) to administer the maintenance and use of field office radios. The RPO is responsible for issuance, inventory, maintenance, and installation of all field office radios.

### **12 FAH-3 H-312 EQUIPMENT**

#### **12 FAH-3 H-312.1 Hand Held Radios**

*(TL:FOMH-1; 12-4-95)*

a. The RPO will ensure that the field office maintains a supply of extra hand-held radios in inventory to replace sets in need of repair. Agents who have a problem with their hand-held radio should turn it in to the RPO for re-pair and replacement.

b. The RPO will send all damaged radios to the Department together with a brief description of the problem. The RPO will send the radios United Parcel Service (UPS) insured to the following address:

U.S. Department of State  
A/IM/SO/TO/LO - CSEA  
SA-21  
7500 Boston Boulevard  
Springfield, Virginia 22153

#### **12 FAH-3 H-312.2 Mobile, Base Station, and Repeaters**

*(TL:FOMH-1; 12-4-95)*

a. If mobile or base radios, or repeaters are in need of repair, the RPO must notify A/IM/SO/TO/MT/RF/DRO and request authorization for repair. A/IM/SO/TO/MT/RF/DRO will provide the RPO with an authorization repair number with instructions to send the defective radios to an appropriate service center approved by A/IM/SO/TO/MT/RF/DRO.

b. The RPO will forward radio maintenance requirements to A/IM/SO/TO/MT/RF/DRO via FAX (703-912-8432). When DRO receives the FAX, they will identify a local service facility to the RPO. It is the responsibility of each field office to get the vehicle/equipment needing service to the identified service facility.

c. The RPO will forward any requests for additional radio equipment for field office use to DS/DSS/FLD for approval. Once approved, DS/DSS/FLD will request that A/IM/SO/TO/MT/RF/DRO provide the additional equipment to the field office.

## **12 FAH-3 H-313 STATE AND LOCAL RADIO (EMERGENCY RADIOS WITH LOCAL PD)**

*(TL:FOMH-1; 12-4-95)*

a. State and local police authorities maintain a network of radio frequencies for emergency usage. Where such frequencies are available, SACs should try to work out an agreement with the appropriate regional authorities to use their emergency channels when needed. The State and local police authorities restrict use of such frequencies to emergency situations. SACs should make every effort to equip cars used for protective and investigative assignments with local police emergency frequencies.

b. The SAC will forward requests for radio equipment which can operate on local emergency frequencies to DS/DSS/FLD for approval. Once approved, DS/DSS/FLD will request that A/IM/SO/TO/MT/RF/DRO install the additional frequencies in the existing mobile radios or a GE Ranger radio to handle the frequencies.

## **12 FAH-3 H-314 THROUGH H-319 UNASSIGNED**