Document Section	**2 – Management**	**Status**:
State Standard Number	**2.23.0**	SIEC Sub Committee Approval Date: 11/29/2021
Standard Title	**Individual Device or Talkgroup Usage and Reports**	
Date Established	11/29/2021	**SIEC Approval**: 11/29/2021
Replaces Document Dated	**NA**	
Date Revised/Reviewed	**NA**	

1. Purpose or Objective

The purpose of this Standard is to establish procedures for obtaining historical agency-specific system usage data and reports by SIRN User Agencies.

2. Technical Background

- **Capabilities**

The SIRN platform archives detailed network events, including subscriber radio activity or metadata such as talkgroup usage and site affiliation history. Historical logs provide valuable data to assist network managers and other administrators in maintaining peak system performance. At the same time, agencies may use their historical device metadata for audit trail, training or similar purposes.

- **Constraints**

Historical logs are archived on secure SIRN databases with restricted access. Obtaining data requires approval and trained personnel.

3. Operational Context

Historical logs of subscriber devices have several uses including:
- investigative: determine through system's audit trail a user's activities, including when a device was powered on, at which site, on which talkgroup, and whether the device initiated push-to-talk transmissions
- insight to an agency's user distribution (where in relation to SIRN sites are an agency's devices)
- talkgroup usage
- internal agency user training needs

4. Recommended Protocol/ Standard

The SIRN Statewide System Administrator will furnish the SIEC with regular system usage and overall performance statistics. This procedure covers agencies with a valid justification for additionally granular subscriber device or local talkgroup data.

Only approved and trained personnel under the purview of the SIRN Statewide System Administrator may access the SIRN network event archives.

It should be noted that detailed subscriber or talkgroup events are archived for a finite period of time. Archive requests beyond the retention time period are deleted and cannot be made available.

5. <u>Recommended Procedure</u>

Local Administrators seeking to obtain historical system use data for the purposes of training, investigation/audit trail or analyzing usage statistics shall submit a *written request* to the SIRN Statewide System Administrator including the following information:
- Reasonable justification for the request
- Radio ID or Talkgroup ID of the device or talkgroup for which data is sought
- Description of requested data type (device site affiliation history, device talkgroup registration history, etc.)
- Specific date and time intervals

6. <u>Management</u>

The SIRN Statewide System Administrator is responsible for managing compliance to this Standard. Responses for valid data requests should not be unduly delayed.