



Statewide Interoperability Radio Network (SIRN) Standards, Protocols, Procedures



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| Standard Title | Variance and Waivers | |
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1. Purpose or Objective

The objective of this Standard is to provide guidelines for granting a temporary or permanent *variance* and/or *waiver* from the North Dakota Statewide Interoperability Radio Network (SIRN) standards, protocols and procedures.

These terms as they relate to the SIRN are defined as follows:

- **Variance:** Deviation from the established and mandated SIRN standards, protocols and procedures in which the deviation would not jeopardize the integrity of the system and/or cause an undue burden on other users.
- **Waiver:** A complete release from the mandate to adhere to a specific SIRN standard, protocol or procedure. The waiver will only be granted if the waiver does not jeopardize the integrity of the system and/or cause an undue burden on other users.

2. Technical Background

- **Capabilities**

N/A

- **Constraints**

N/A

3. Operational Context

While the North Dakota Statewide Interoperability Executive Committee (SIEC) acknowledge there are times when a standard, procedure and/or protocol may create an undue burden on a user or may not be able to be successfully complied with, the number one priority is to ensure the integrity and functionality of SIRN is upheld. If granting a variance or waiver would jeopardize this overall goal, then it will not be granted.

4. Recommended Protocol/Standard

All requests for a variance or waiver must initially be provided in writing to the local PSAP for





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preliminary review; post review, the PSAP will forward to the SIEC SIRN Subcommittee. Oral requests will be viewed as an inquiry for guidance and not as a formal request for variance or waiver.

5. Recommended Procedure

The agency requesting a variance and/or waiver must submit its request in writing to the Public Safety Program Manager, in coordination with the local PSAP. The request must contain the components below. Incomplete requests will be denied. If more than one variance or waiver is being requested, then the required elements must be completed for every variance and/or waiver being requested.

Waiver/Variance Application Required Elements

1. A detailed description of the variance and/or waiver being requested.
2. A detailed justification for the variance and/or waiver (including the potential consequences if the request is not approved).
3. An assessment of how the variance or waiver will affect other users on the system.

Review Process and Approval Criteria

Upon receiving variance and/or waiver request, the SIEC SIRN Subcommittee will review the request to ensure all required elements are present. If elements are missing, then the request will be denied and returned to the user. If all elements are present, then the application will be forwarded to the appropriate subject matter experts as identified by the SIEC SIRN Subcommittee.

Upon receipt from the PSAP, the Subcommittee will consider the following elements when approving or denying a request for Variance or Waiver:

1. Input from the PSAP who submitted the application
2. Current and potential future technical impacts
3. Current and potential operational impacts
4. The Agency's conformance with other SIRN standards, protocols, and procedures
5. Financial impact to the SIRN and SIRN Users
6. Alternatives to granting the Variance or Waiver

The SIEC will notify all affected users of any potential negative impacts if the variance or waiver is granted and provide an open comment period for affected users. The impacted agency will be given 30 days to provide a written response.

The SIEC and/or the SIRN subcommittee may approve, disapprove, or modify the request. It may also grant a temporary variance or waiver until the official process deviation.

Upon completion of the review and commenting periods, the SIEC and/or the SIRN subcommittee will notify the agency designee of its decision.



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Full approval of the variance and/or waiver will be provided in writing to affected parties and posted electronically for all other users to review.

In emergency situations, the SIRN Statewide System Administrator may approve a temporary variance or waiver. In such cases, oral and written notice must be provided to affected agencies.

6. Management

The SIEC and SIEC SIRN Subcommittee are responsible for reviewing and granting or denying variances and waivers to requesting agencies.

The SIRN Statewide System Administrator will act as the Standards Coordinator. The Standards Coordinator will utilize the expertise of subject matter experts in making the best recommendation to the SIEC and to protect the integrity of the system.