

Adding New PSE on PSCS

Date Created:	July 12, 2019
Last Updated:	September 23, 2021

Background

PSCS may include a broad range of Government and Non-Government agencies, all of which contribute to public safety of Manitobans. In order to qualify for PSCS, each PSE must first meet the requirements set by Industry, Science and Economic Development (ISED) in SRSP-511.

- **Category 1** users (police, fire, and emergency medical services) permitted to use the 700 MHz radio service on the PSCS System.
- **Category 2** users (forestry, public works, public transit, hazardous material clean-up, border protection and other agencies contributing to public safety).
- **Category 3** users (other government agencies and certain non-government agencies) may be permitted to access to the PSCS System during emergency situations where their access is controlled by a Category 1 user.

Purpose and Scope

To establish and implement a consistent process for adding a new user on PSCS. This process will validate additional users on PSCS.

Any organization that is not currently on the approved PSE list, will need approval from Manitoba.

Process Input

The process is prompted by a request from a new user requesting to be on PSCS.

Process Flow

1. Applicant contacts Manitoba or Bell to request access to PSCS network.
2. Manitoba or Bell provides customer the Manitoba New Application for Access to PSCS form (Appendix A)
3. Customer completes the form and sends it by email to Manitoba: PSCSsupport@gov.mb.ca.

4. Manitoba reviews application and if approved, sends the applicant a copy of PSCS Network Application and Billing Information form (Appendix B) and Manitoba's PSCS Services Offering and Participation Agreement for signature.

(If application is declined, Manitoba informs the applicant the reason for the decision.)

5. Manitoba receives a signed Participation Agreement and PSCS Network Application and Billing Information form, then informs Bell of an approved request by submitting the form to BMRadioCC@bell.ca. Form will include Manitoba's approval with approved category/tier and priority level specified in the comments section.
6. Bell creates the customer account in SBT and contacts the PSE for any radio requirements.

Appendix A



NEW APPLICATION FOR ACCESS TO PUBLIC SAFETY COMMUNICATIONS SERVICE (PSCS) NETWORK

Once form is complete, please email to PSCSupport@gov.mb.ca

Applicant Information	
Date	Requested By
Organization Name	
Reason for your Request	
Category Request	
Justification	
Please explain the benefits / expected outcome for the request and who you will be communicating with (e.g. Internal staff or other Federal/Provincial agencies):	
Please provide potential impact if request is not granted.	
For Internal Use Only	
Manitoba Decision	
<input type="checkbox"/> Approve	<input type="checkbox"/> Deny/Reject
<i>If approval is for Adding New PSE to PSCS, please provide category/tier and priority level:</i>	
Category/Tier (1-3):	Priority Level (1-10):
Comments:	
Authorized Signature:	
Full Name:	Position:

Appendix B



PSCS Network Application and Billing Information

Please complete the form below and email to Manitoba PSCSupport@gov.mb.ca

Organization / Business Legal Name _____

Department / Branch (if applicable) _____

Address _____

City _____ Province _____ Postal Code _____

Contact Name (Required) _____ Title _____

Email (Required) _____

Phone _____ Fax _____

Organization Type Fire EMS Police Other (Describe Contribution to Public Safety below) _____

Non-Profit Organization Yes No Publicly Funded Organization Yes No

Provide Funding Organization / Program _____

Accounts Payable (AP) Contact _____

AP Phone _____ AP Fax _____

AP Email (Required - invoices sent electronically) _____

GST Exempt Yes (provide certificate) No PST Exempt Yes (provide certificate) No

Purchase Order Required Yes No Electronic Fund Transfer (EFT) Interest Yes No

Other Requirements _____

For Internal Use Only	
Manitoba Approval	Position
Category/Tier (1-3):	Priority Level (1-10):
<input type="text"/>	<input type="text"/>
Comments	
Bell Customer Number	Bell Comments
<input type="text"/>	<input type="text"/>

Version History

Version	Date	Author	Change Description
1.0	July 12, 2019	MB	Created process for Adding new PSE on PCSC
1.1	September 04, 2019	MB	Updates, with feedback
2.0	October 10, 2019	Bell	Updates, with feedback
2.1	October 10, 2019	MB	Final version
2.2	May 13, 2021	Bell	Updates with Bell feedback
2.3	May 18, 2021	MB	MB updates and feedback
2.4	June 21, 2021	MB	Added Step 8 Made revisions on approval process. Added revised version of form in Appendix A (Manitoba New Request to Access PSCS) Added revised version of form in Appendix B (changed email address of where form is to be submitted to BMRadioCC@bell.ca)
2.5	June 22, 2021	Bell	Updates, with Bell feedback, Appendix B updated
2.6	June 23, 2021	MB	Modified to include Bell's suggested process and updated Bell's PSCS Network Application and Billing Information form to fillable PDF document.
2.6	Sept. 23, 2021	MB	Updated Appendix A (added question in the Justification)