



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF INFORMATION TECHNOLOGY
LANSING

MICHIGAN PUBLIC SAFETY COMMUNICATIONS SYSTEM



June 15, 2007

To: MPSCS Subscribers

RE: Security for the 800 MHz Rebanding Project

Security Issues

The MPSCS staff as well as contractors hired to work on the 800 MHz Rebanding Project will be contacting you by phone as well as coming on-site to perform work associated with the Rebanding effort. In some cases they will be phoning to verify addresses, contact person's and general information on your system's radios and/or equipment. Later in the project, the 800 MHz Project staff will need to come on-site to perform the actual rebanding of individual radios and antennas. They may also be replacing some existing radios and/or supporting infrastructure equipment.

MPSCS shares the concerns you have with maintaining internal security. It is critical to that effort that we ensure that the technicians and other staff are who they say they are. They must have a Security Clearance to permit them to work on the project.

The Security Program

MPSCS has joined with the Michigan State Police to implement a Security Clearance Program. Each project participant will undergo a full background and criminal check prior to working on the project. Applicants who receive a Security Clearance will be provided with a State of Michigan Photo ID card.

The Photo ID will be in a hard plastic sleeve. The front side will show:

- **State of Michigan**
- The word **Contractor** and the **Issued** date above their photo,
- The person's picture,
- Their name,
- The ID's Expiration Date: **Expires MM/DD/YY**

The backside of the ID card will have:

- Their Date of Birth (**DOB**)
- The name of the **Company** they work for, and
- An identification serial number printed vertically on the bottom left.

Security Verification Procedure

The staff from the project will generally contact your organization by phone to gather information or arrange an appointment for a project technician(s) to visit your site. Phoners will identify themselves as 800 MHz Rebanding Project Staff and provide you with their name. They will either:

- Request information to verify your agency's address, contact person and similar information. They may also request some general information regarding your radios and overall communication system characteristics; or
- If they are calling to request an appointment for a site visit, they will provide you with the name of the staff person and the purpose of their visit. They will arrange for a date and time that is mutually agreeable. The person or position that the Technician is to contact will also be requested.

Site Visit

Upon arrival, the Technician should present their State of Michigan Photo ID and their Driver's License. The information on the Two ID's should agree as to the identity of the person for whom the appointment was made. Once they have satisfied your agency as to their identity, they are to be permitted to perform their assigned tasks. They do not have to be escorted. Please provide them with any assistance they might request.

Questions??

If you are unsure or suspicious for any reason of the credentials that have been provided, several options are available:

1. Verify the State of Michigan ID with their Driver's License for the Date of Birth. They should be identical.
2. Their photos should at least bear a passing resemblance to the person as well.
3. Their Name and Photo from their State of Michigan ID can also be found on the 800 MHz Rebanding Project's web site at <http://www.michigan.gov/MPSCS> and then click on 800 MHz Rebanding Project under **Quick Links** on the right side of the web page. Go to Project Staff Photos to look for the person's photo.
4. Phone the MPSCS Office at 517-336-6240. The MPSCS Office will be able to verify that this person **is** or **is not** a person who is working on the project and has received a Security Clearance.

Please call us if you have any questions.

Thank you for your assistance and support; it is the critical ingredient in assuring that this project succeeds.

Sincerely,



Mike Scieszka
Acting Director
MPSCS