

Subject: System Activation Checklist and Status Report

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## 2.1.2 System Activation Checklist and Status Report

### I. Subject and Purpose

The future growth of MPSCS is in part, predicated on adding local subscriber infrastructure and radio/data users. It is important that this infrastructure and users be integrated in a consistent and effective manner. In most instances infrastructure integration is complex and the roles and responsibilities of all parties (MPSCS, local government and their vendors) must be well understood. To assist in these efforts MPSCS has designed and will use a System Activation Checklist and Status Report. The checklist will be used to ensure consistency, the use of proven best practices during integration and to assign roles and responsibilities of all parties.

### II. Procedures and Guidelines

The System Activation Checklist and Status Report will be used to guide all infrastructure integration and the larger radio/data user installations. The System Activation Checklist and Status Report may be an attachment to applicable MPSCS Membership Agreements.

### III. Responsible Party

- A. Contact for Questions  
Project Manager, MPSCS
- B. Phone, Fax and Email Addresses  
517.336-6188; 517.336-6222; [Shinewt@michigan.gov](mailto:Shinewt@michigan.gov)

### IV. Applicable Forms

### V. Termination or Review Responsibility

The Project Manager of the MPSCS is responsible for review and update of this policy.

### VI. Linkages to Other Relevant Data