

## 3-06-080 Satellite Phone

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**Effective Date:** 02-28-15

**Revision Date:** 11-19-20

**Review Date:** 11-19-22

### **PURPOSE OF ORDER:**

The purpose of this order is to establish procedures for the use and maintenance of the "Iridium 9555" satellite phone.

### **SCOPE OF ORDER:**

This order applies to all personnel assigned to the Pitchess Detention Center (PDC) South Facility.

### **ORDER:**

#### STORAGE – WATCH COMMANDER'S OFFICE

The satellite phone shall be stored in the safe located in the watch commander's office. Line personnel shall not remove the satellite phone without permission from the watch commander. The satellite phone shall not be removed from the facility for any purpose except an emergent request from another unit and only with prior approval of the PDC South Facility watch commander.

The satellite phone's accessories, cables and manuals shall be stored in the yellow storage case along with the satellite phone. The satellite phone is equipped with an alternating current (AC) wall outlet charger, a vehicle charger, a vehicle antenna connector, a vehicle roof antenna, a leather case with belt clip, a "User's" manual, a compact disc containing "User Tools" instructions, a "Quick Start Guide" manual, and a typed instruction sheet.

#### MAINTENANCE

At the beginning of each week (early morning shift – Sunday), the early morning watch commander shall inspect the satellite phone to ensure the battery is fully charged. Refer to the instructions in the "User's" manual.

#### RESPONSIBILITY

At the beginning of every shift, the watch commander shall make a log entry in the watch commander log to account for the presence of the satellite phone and it's accessories in the watch commander's safe.

#### PURPOSE

The satellite phone shall only be used in emergent situations in which all other means of communication have failed or become inoperative.

#### USE

To place a call, the satellite phone operator has to be outdoors, with a clear direct view of the sky in order to be in contact with the network, and the antenna of the satellite phone must be extended and pointed up towards the sky. Refer to the instructions in the "User's" manual and/or the instruction sheet.

**Revision Date 11/19/20**

**02/28/15 SOUF**

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