

FAIRFAX COUNTY SHERIFF'S OFFICE
STANDARD OPERATING PROCEDURE

SOP: 055
SUBJECT: CONSOLE CONFIGURATION

I. **PURPOSE:**

To provide guidelines for the use of console configurations within the Sheriff's Office.

II. **POLICY:**

1. It is the policy of the Fairfax County Sheriff's Office that console configurations will be according to assigned Division, i.e. Confinement Division, Support Services Division, and Court Services Division. The Administrative Services Division has been embedded within the Court Services Division's Talkgroup.
2. Each Sheriff's dispatch console is preset with folders, various Talkgroups and features (i.e., multi-select, private call, patch). **Only** the radio system administrator can modify the contents of folders and what displays on each console screen. At **no time** will any Police or Fire folders, other than the Sheriff's Office be open. All Sheriff's Office communications via the various dispatch consoles, transmitted over the radio system, are monitored by the FCC. These communications shall comply with all FCC procedures, requirements, and regulations.

10/26/01
DATE APPROVED

04/29/19
EFFECTIVE DATE

Revised: August 2004, February 2012, April 2019


STACEY A. KINCAID
SHERIFF