**Section 1325.205 Initial or Modified Plan Filings (not Including Consolidation Plan)**

a) Initial or modified plans, excluding consolidation plan filings, shall be filed in accordance with ETSA Section 11 and must conform to minimum standards as established pursuant to ETSA Section 10.

b) Initial or modified plans must include a completed application to the Administrator for the initial provision of, or modification to, 9-1-1 service. The application, which can be found on the Department's website, shall include the following documents:

1) Contact and 9-1-1 system information;

2) Notarized statement of truth regarding information provided in the plan;

3) A letter that is sent to the 9-1-1 system provider, with a copy of the plan;

4) A detailed summary of the proposed system's operation, including but not limited to, a five-year strategic plan for implementation with financial projections;

5) A summary of the anticipated implementation costs and annual operating costs of the proposed system that are directly associated with 9-1-1, as well as anticipated revenues;

6) A list of all communities that are served by the 9-1-1 system;

7) A list of public safety agencies (police, fire, EMS, etc.) that are dispatched by the 9-1-1 system, including their addresses, telephone numbers and form of dispatch;

8) A list of the public safety agencies (police, fire, EMS, etc.) that are adjacent to the 9-1-1 system's jurisdictional boundaries;

9) A list of the carriers and Interconnected VoIP providers that are known by the applicant to provide service within the jurisdiction of the 9-1-1 system;

10) Attachments (as applicable):

A) Any local ordinances that create an ETSB;

B) Any intergovernmental agreements or memorandums of understanding or any other agreements pertinent to the 9-1-1 system;

C) Any contracts with a new 9-1-1 system provider;

D) The backup PSAP Agreement that establishes backup and overflow services between 9-1-1 Authorities or PSAPs within those Authorities;

E) The network diagram that is provided by the 9-1-1 system provider showing the P.01 and trunking, routing and backup configuration for the 9-1-1 system;

F) The Call Handling and Aid Outside Jurisdictional Boundaries Agreements

i) Call Handling Agreements shall be made between the 9-1‑1 Authority and public agencies and/or public safety agencies in a single system and also between the 9-1-1 Authority and/or public agencies or public safety agencies whose jurisdictional boundaries are contiguous. Call Handling Agreements shall describe the primary and secondary dispatch methods to be used by the requesting parties within their respective jurisdictions.

ii) Aid Outside Jurisdictional Boundaries Agreements shall be made between the 9-1-1 Authority and the public agencies and/or public safety agencies in a single system and between the 9-1-1 Authority and the public agencies and public safety agencies in adjacent systems, whose jurisdictional boundaries are contiguous. Aid Outside Jurisdictional Boundaries Agreements shall provide that, once an emergency unit is dispatched in response to a request through the system, that unit shall render its services to the requesting party without regard to whether the unit is operating outside its normal jurisdictional boundaries.

iii) When possible, Call Handling and Aid Outside Jurisdictional Boundaries Agreements may be consolidated into a single agreement;

11) The Test Plan, which is the 9-1-1 system's overall plan detailing how and to what extent the network and database will be tested;

12) If incorporating an NG9-1-1 solution, the application must, in the narrative portion of the modification plan:

A) Indicate the name of the certified 9-1-1 system provider being utilized;

B) Explain what national standards, protocols and/or operating measures will be followed;

C) Explain what measures have been taken to create a robust, reliable and diverse/redundant network and whether other 9-1-1 Authorities will be sharing the equipment;

D) Explain how the existing 9-1-1 traditional legacy wireline, wireless and VoIP network, along with the databases, will interface and/or be transitioned into the NG9-1-1 system;

E) Explain how split exchanges will be handled;

F) Explain:

i) how the databases will be maintained and how address errors will be corrected and updated on a continuing basis; and

ii) who will be responsible for updating and maintaining the data, at a minimum, on a daily basis Monday through Friday; and

G) Explain what security measures will be placed on the IP 9-1-1 network and equipment to safeguard it from malicious attacks or threats to the system operation and what level of confidentiality will be placed on the system in order to keep unauthorized individuals from accessing it.