



Saskatchewan  
Ministry of  
Corrections, Public  
Safety and Policing

Saskatchewan Protection &  
Emergency Services

Provincial Public Safety  
Telecommunications Network

PPSTN - Box 3003  
Prince Albert, SK S6V 6G1  
Phone: (306) 953-3479  
Toll Free: 1-888-953-3693  
Fax: (306) 953-3697  
E-mail: [ppstn@gov.sk.ca](mailto:ppstn@gov.sk.ca)  
Web: [www.cpsp.gov.sk.ca](http://www.cpsp.gov.sk.ca)

## Application

The following information must be provided by the Local Authority:

<b>Local Authority</b>	<b>Local Authority Name &amp; Address:</b>	_____
		_____
		R.M. #: _____
	<b>User Agencies:</b>	_____
	<b>Authorized Contact Authority, Name &amp; Title</b>	<b>Name:</b> _____ <b>Title:</b> _____
	<b>Mailing Address</b> (if different from above)	_____
	<b>Authority Telephone Number:</b>	Fax: _____
<b>Authority E-mail Address:</b>	_____	
<b>Authority Website:</b> (URL Address)	_____	

**User Agency: User of Radio Equipment**

<b>User Contact Information</b>	<b>User Agency Name</b>	_____
	<b>Main User Contact or Authority Person Name &amp; Title</b>	<b>Name:</b> _____ <b>Title:</b> _____
	<b>Name &amp; Street Address or Location of User:</b>	_____
	Telephone Number	Fax: _____
	Mobile Number	_____
	Email Address	_____
	<b>Secondary User Contact Person Name &amp; Title</b>	<b>Name:</b> _____ <b>Title:</b> _____
	Telephone Number	Fax: _____
	Mobile Number	_____
	Email Address	_____
<b>Shipping Address:</b> (If different than above)	_____	
<b>Phone:</b>	<b>Attention:</b> _____	

**User Agency: User of Radio Equipment**

<b>User Contact Information</b>	<b>User Agency Name</b>	_____
	<b>Main User Contact or Authority Person Name &amp; Title</b>	<b>Name:</b> _____ <b>Title:</b> _____
	<b>Name &amp; Street Address or Location of User:</b>	
	Telephone Number	Fax: _____
	Mobile Number	
	Email Address	
	<b>Secondary User Contact Person Name &amp; Title</b>	<b>Name:</b> _____ <b>Title:</b> _____
	Telephone Number	Fax: _____
	Mobile Number	
	Email Address	
	<b>Shipping Address:</b> (If different than above)	_____
	<b>Phone:</b>	<b>Attention:</b>

**User Agency: User of Radio Equipment**

<b>User Contact Information</b>	<b>User Agency Name</b>	_____
	<b>Main User Contact or Authority Person Name &amp; Title</b>	<b>Name:</b> _____ <b>Title:</b> _____
	<b>Name &amp; Street Address or Location of User:</b>	
	Telephone Number	Fax: _____
	Mobile Number	
	Email Address	
	<b>Secondary User Contact Person Name &amp; Title</b>	<b>Name:</b> _____ <b>Title:</b> _____
	Telephone Number	Fax: _____
	Mobile Number	
	Email Address	
	<b>Shipping Address:</b> (If different than above)	_____
	<b>Phone:</b>	<b>Attention:</b>

**Invoice Information: Local Authority (Responsible to receive and pay invoices)**

<b>Invoice Send to:</b>
Name: _____
Address: _____
_____ Postal Code: _____
Attention: _____ Phone: _____ Fax: _____

**This application on acceptance will constitute the Agreement between the Local Authority and Her Majesty the Queen in right of the Province of Saskatchewan, as represented by the Minister of Corrections, Public Safety and Policing (“CPSP”) setting out the terms and conditions for the Local Authority through its User Agencies listed above to access and use the Provincial Public Safety Telecommunications Network (“PPSTN”) and radio equipment supplied by CPSP (“Equipment”).**

**1. The Local Authority agrees with CPSP that:**

- a) It and its User Agencies will access and use the PPSTN and the Equipment solely for public safety purposes and in accordance with policies established from time to time by CPSP, and only its User Agencies listed above will access and use the PPSTN and the Equipment.
- b) It will ensure that its User Agencies and all of their personnel accessing and using the PPSTN and the Equipment will abide by the terms and conditions of this Agreement.
- c) It, or its User Agencies on its behalf, will provide CPSP with a receipt for Equipment supplied by CPSP and all Equipment remains the property of CPSP.
- d) CPSP will provide detailed instructions for the installation of the Equipment and will not be responsible for Equipment failure due to improper installation.
- e) It is responsible for all costs associated with the installation, operation, maintenance and upkeep of the Equipment, and will be responsible for any damage to, or loss or theft of, the Equipment.
- f) It will immediately report to CPSP the loss or theft of Equipment.
- g) It is responsible for supplying and the costs associated with any additional equipment other than that supplied by CPSP.
- h) Only CPSP approved radio equipment will be permitted to operate on the PPSTN.
- i) No modifications, repairs or alterations of any equipment, network connections or equipment configurations, including the Equipment, related to the PPSTN will be undertaken by it other than in the manner authorized by CPSP.
- j) Its User Agencies will only use the PPSTN to communicate with the types or groups of users of the PPSTN approved by CPSP for each User Agency and only using the VHF frequencies approved by CPSP for use by the User Agency.
- k) It and its User Agencies will at all times abide by protocols and procedures established from time to time by CPSP in relation to the PPSTN and communications through it.
- l) It shall be responsible to ensure that local VHF frequencies installed on all equipment, including the Equipment, operated on the PPSTN is sufficiently licensed by Industry Canada. A copy of the valid required Industry Canada licence(s) must be provided to CPSP with this application and it shall promptly provide to CPSP a copy of every renewal of the licence(s). It will immediately notify CPSP in writing if any licence is suspended or terminated.
- m) In consideration of CPSP, and SaskPower and the RCMP who are also involved in the establishment and operation of the PPSTN, permitting the Local Authority access to and use of the PPSTN, the Local Authority releases CPSP, SaskPower and the RCMP from any and all liability, damages and losses incurred by, and actions, suits and claims by, the Local Authority, the User Agencies, their officers, employees, agents or other users arising from access to or use of the PPSTN or the Equipment, or any failure of the PPSTN or the Equipment.

- n) If the Local Authority shall neglect, fail or refuse to perform any of its obligations under this Agreement, CPSP may serve on the Local Authority a written notice requiring the Local Authority to remedy the defaults, and if the Local Authority does not remedy the defaults within 10 days after such notice is given CPSP may terminate this Agreement by giving written notice of termination of the Local Authority.
- o) Either party may terminate this Agreement without cause by giving at least 30 days written notice of termination to the other party.
- p) Upon the effective date of the termination of this Agreement, it will promptly return the Equipment to CPSP and cease to access and use the PPSTN.

## **2. Payment for Access and Use**

For access to and use of the PPSTN and the Equipment, the Local Authority shall pay to CPSP the fees established from time to time by CPSP and invoiced by CPSP to the Local Authority. CPSP will give to the Local Authority at least 30 days written notice of increases in the fee rates.

CPSP will invoice the Local Authority for fees on a quarterly basis, on the commencement of this Agreement and every three months thereafter.

## **3. Notices**

Any notice by CPSP to the Local Authority may be given by ordinary mail to the mailing address, by fax to the fax number or by email to the email address of the Local Authority set out above and shall be deemed to be given when mailed or sent.

Any notice by the Local Authority to CPSP may be given by ordinary mail to the mailing address, by fax to the fax number or by email to the email address of CPSP set out below and shall be deemed to be given when mailed or sent:

**Corrections Public Safety & Policing  
Public Safety Telecommunications Network  
PPSTN - Box 3003  
Prince Albert, SK S6V 6G1**

**Phone: (306) 953-3479  
Toll Free: 1-888-953-3693  
Fax: (306) 953-3697  
E-mail: [ppstn@gov.sk.ca](mailto:ppstn@gov.sk.ca)**

Either party may change its mailing address, fax number or email address by giving written notice to the other party in accordance with this section.

Application is hereby made by the Local Authority to access and use the PPSTN through its User Agencies listed in this application and for the provision by CPSP of such radio equipment as CPSP considers appropriate on the terms and conditions herein set out, and on acceptance by CPSP this will constitute the Agreement for such purpose.

**Signed:** \_\_\_\_\_  
(Local Authority Authorized Signing Officer) (Print Name)

**Title:** \_\_\_\_\_  
(Print)

**Date:** \_\_\_\_\_  
(Print)

Accepted and agreed to by CPSP:

**Signed:** \_\_\_\_\_  
(CPSP Authorized Signing Officer) (Print Name)

**Title:** \_\_\_\_\_  
(Print)

**Date:** \_\_\_\_\_  
(Print)