



SAFETY CIRCULAR 1/2024

File: D34883

May 2024

Automatic Vehicle Locator Use, Testing and Fault Procedures

Key Message

The Emergency Distress Button on the Automatic Vehicle Locator (AVL) is one tool for raising the alarm in an emergency during training, incidents, and business-as-usual operations. It should be used in conjunction with standard operational communications plans, including radios and telephones.

What's been happening?

Telstra is shutting down the 3G network, so DFES is upgrading to 4G compatible AVL hardware. This process has been underway since 2023.

It has been identified that a small number of upgrades have not been successful, resulting in some AVLs not being visible to DFES Communications Centre. AVL custodians will be contacted directly if they are identified as being in this situation whilst the issue is rectified.

What do I need to do?

1. Crews are reminded that SOP 3.2.4 Incident Communications defines the procedure for communication in an emergency. The AVL Emergency Distress Button forms part of this procedure but does not negate standard radio communications.
2. Monthly AVL tests should continue to be conducted as mandated in SOP 3.3.11.
3. Operators are to report any AVL faults by raising a fault report via the online MyICT system. The AVL is to be tagged Out of Service, with the tag placed on the Emergency Distress Button.

Further information

[SOP 3.3.11 Automatic Vehicle Location](#)

[SOP 3.2.4 Incident Communications](#)

<https://intranet.dfes.wa.gov.au/toolboxes/avl/Pages/training-material-and-support.aspx>

For business-as-usual AVL, please contact AVLAdmin@dfes.wa.gov.au

For 4G AVL Upgrade, Fleet Program Coordinator Kylie Segaert via 4GAVL@dfes.wa.gov.au

CRAIG WATERS AFSM
DEPUTY COMMISSIONER OPERATIONS

Target Audience: All Operational staff				
A	B	C	D	Vol
O.I.C. is to communicate content to all relevant personnel under their command, discuss implications, and sign appropriate box above. Once completed Circulars shall be filed on station and forwarded to Information Resources at the end of each financial year.				
SC-1-24	Issue Date:	Contact:	Plant and Equipment Services	
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