

Alaska Land Mobile Radio Asset Management Policy

1. Applicability

This policy applies to all employees, contractors, sub-contractors, consultants, temporary employees and other personnel assigned to or utilizing the Alaska Land Mobile Radio (ALMR) Communications System. Any substantial revision or update of this policy must be approved by the User Council.

2. Policy

The ALMR System Management Office (SMO) is responsible for ensuring the integrity and security of the System. Therefore, all assets must be reported to the Asset Manager, as well as any changes made to these assets.

An asset is defined as any infrastructure equipment, spare infrastructure equipment, subscriber unit or software.

3. Procedure

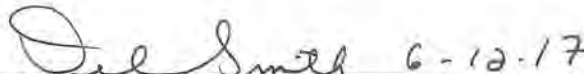
The Asset Manager shall be responsible for the tracking of ALMR assets. Annual inventory audits of all assets will be conducted with user agencies to confirm inventory validity.

Only ALMR-approved, Association of Public Safety Communications Officials (APCO) Project 25 compliant equipment may be connected to the System.

Responsibilities and specific requirements for asset accountability is outlined in the ALMR Asset Management Procedure 400-8.

4. Effective Date

This policy shall become effective upon signature and shall remain in effect until rescinded. The policy shall be reviewed periodically and updated, as required.



Del Smith
Operations Manager
Alaska Land Mobile Radio