



## **Alaska Land Mobile Radio System Key Usage Policy**

### **1. Applicability**

This policy applies to the Alaska Land Mobile Radio (ALMR) Communications System, member agencies, all employees, contractors, consultants, vendors, temporary employees, and any other individuals that utilize the ALMR system. Any substantial revision or update of this policy must be approved by the User Council.

### **2. Policy**

As the primary System Key holder, the System Management Office (SMO) will maintain and secure the master System Key hardware/software for all manufacturers of subscriber equipment approved to operate on the ALMR system.

### **3. Procedures**

The SMO will issue software System Keys for those manufacturers who do not provide a physical System Key to authorized, self-maintained member agency technicians and/or to manufacturer-authorized service vendors that maintain equipment for ALMR agencies, as they become available, and upon request.

Each programming agency will be responsible for acquiring/purchasing the proper System Key programming software and/or equipment (iButton and iButton readers, or equivalent security device) necessary to program the subscribers they maintain.

Use of any System Key, and its associated equipment, is subject to all rules, regulations, policies, and procedures established and approved by the ALMR Executive Council and User Council, the Federal Communications Commission (FCC), and the original equipment manufacturer (OEM).

### **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This policy shall become effective upon signature and shall remain in effect until rescinded.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.

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