Alaska Land Mobile Radio
Information Systems Clearing and Sanitization 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 with the responsibility for computing assets processed for either decommissioning or clearing of resident memory. Any substantial revision or update of this policy must be approved by the User Council.
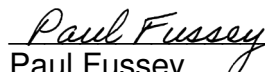
2. Policy

All ALMR documents, equipment, and machine-readable media must be properly cleared and sanitized when scheduled for decommissioning, maintenance, or other disposition in order to deny any access to previously stored information. Formal documentation shall exist regarding the proper sanitization of all documents and the clearing and/or decommissioning of equipment and machine-readable media.

3. Procedures

The System Management Office shall ensure that any decommissioned computing device and machine-readable media of any type, as well as documentation, shall be cleared and sanitized in accordance with ALMR Information Systems Clearing and Sanitization Procedure 200-4, and as required under the Risk Management Framework (RMF) for DoD Information Technology (IT) controls for clearing and sanitizing.

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This policy shall become effective upon signature and shall remain in effect until rescinded.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

Paul Fussey
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Paul Fussey
Operations Manager
Alaska Land Mobile Radio