Definitions and Acronyms

Abuse of User Privileges: repeated violation of system guidelines, procedures, protocols, or violation of the membership agreement may result in termination of the membership agreement subject to the review and direction of the Executive Council. A decision by the Executive Council is final and non-appealable.

Agreement: shortened term used to refer to the Cooperative and Mutual Aid Agreement, Service Level Agreement, or Membership Agreement within each associated document after the initial use.

AIMI: ambassador interface multiplex interface board

Alaska Federal Executive Association (AFEA): federal government entities, agencies, and organizations, other than the Department of Defense, that operate on the shared ALMR system infrastructure.

Alaska Land Mobile Radio (ALMR) Communications System: the ALMR Communications System, as established in the Cooperative and Mutual Aid Agreement.

Alaska Municipal League: a voluntary non-profit organization in Alaska that represents 165 cities, boroughs, and unified municipalities.

Alaska Public Safety Communication Services (APSCS): a State of Alaska (SOA) office in the Department of Public Safety (DPS) that operates and maintains the SOA Telecommunications System (SATS) supporting ALMR and provides public safety communication services and support to state agencies.

Alaska Public Safety Information Network (APSIN): provides Public Safety information to multi-jurisdictional agencies across the State. The APSIN database includes the National Crime Information Center (NCIC) data to facilitate rapid identification of criminals.

APCO Project 25 (P25): is a set of standards produced through the joint efforts of the Association of Public Safety Communications Officials International (APCO), the National Association of State Telecommunications Directors (NASTD), selected Federal Agencies and the National Communications System (NCS), and standardized under the Telecommunications Industry Association (TIA) The P25 suite of standards involves digital Land Mobile Radio (LMR) services for local, state/provincial and national (federal) public safety organizations and agencies.

AST: Alaska State Troopers.

Anchorage Wide Area Radio Network (AWARN): The 700 MHz Anchorage node of ALMR. AWARN makes up Zone 4 of the system.

Busy Tone: a “bonk” noise heard from the radio when the affiliated site is not available to handle the communication request. The noise will be followed by the “talk permit” tone when the site is ready for traffic.

Central Electronics Bank (CEB): the CEB is the brain of the system. It connects the operator positions to the radio system infrastructure.

Change Control Board (CCB): includes representatives from each of the major stakeholders who evaluate requested changes to the ALMR system and identify possible impacts and the risks associated with them.

Codeplug: a radio’s personality data that contains various programmable parameters, including frequencies, time-out-timers, and so on is stored. Codeplug files can be archived on the computer’s hard drive for later use or cloned to other radios with identical model and manufacture feature sets.

COIM: console operator interface module

Communications Unit Leader (COML): the individual that assigns frequencies or talk groups to the various user groups during an incident.

Controlled Unclassified Information (CBU): is a categorical designation that refers to unclassified information that does not meet the standards for National Security Classification under Executive Order 12958, as amended, but is: (1) pertinent to the national interests of the United States or to the important interests of entities outside the Federal Government; and (2) under law or policy requires protection from unauthorized disclosure, special handling safeguards, or prescribed limits on exchange or dissemination. Henceforth, the designation CUI replaces "Sensitive But Unclassified" (SBU)

Conventional Direct Channel (simplex): a single frequency utilized between multiple radios.

Conventional Repeater Channel: a channel that utilizes a fixed site to relay traffic over a pair of conventional frequencies.

Cooperative and Mutual Aid Agreement: the instrument that establishes ALMR and sets out the terms and conditions by which the system will be governed, managed, operated, and modified by the parties signing the agreement.

Coverage: a location where a mobile or portable radio has access to a base station or repeater under normal conditions.

Department of Defense – Alaska: Alaskan Command, US Air Force and US Army component services operating under United States Pacific Command and United States Northern Command.

Department of Public Safety (DPS): a State of Alaska (SOA) department where the SOA Telecommunications System (SATS) and ALMR programs reside.

DS0: digital signal 0 – the lowest digital signal or data service level having a transmission rate of 64,000 bits per second (64 kb/s), intended to carry one voice channel (a phone call).

Dual Dynamic Mode: This mode of operation is a mix of FDMA and TDMA. By default, this mode will try to operate in TDMA but will revert to FDMA if a radio out in the field is not TDMA capable.

Emergency Alarm: a Project 25 feature, when enabled, allows a user to transmit an emergency alarm to their dispatch center, or a dispatch center mutually agreed upon.

Encryption: the process of coding data so that a specific code or key is required to restore the original data; used to make transmissions secure from unauthorized reception.

Executive Council: governing body made up of three voting members and two associate members representing the original four constituency groups: the State of Alaska, the Department of Defense, Federal Non-DOD agencies (represented by the Alaska Federal Executive Association), and local municipal/government (represented by the Alaska Municipal League and the Municipality of Anchorage).

Federal Communications Commission (FCC): For the purposes of ALMR, the Federal level governing body that approves the use of commercial, maritime, state, local and other agencies that are not a part of the Department of Defense or other Federal agencies radio frequency spectrum through the issuance of radio station authorizations once coordination with all potentially affected agencies has been completed. The approvals will in most cases (exceptions might be waivers or special temporary authority) be for use of a particular portion of a frequency band that has been pre-

authorized through the frequency band table of allocations. In addition, the FCC maintains the communications tower registration program.

Fleetmap: determines how the radio communications for each user group of an organization is controlled. Through controlling communications between different user groups and between individuals within a group, the radio communications system resources are used efficiently. Fleetmapping also provides a structured approach to the management of a large number of radio users and provides the opportunity to plan in advance for expansion or changes within an organization.

For Official Use Only (FOUO): this designation is used within the Department of Defense and the Department of Homeland Security to identify unclassified information of a sensitive nature, not otherwise categorized by statute of regulation, the unauthorized disclosure of which could adversely impact the conduct of federal programs, or other programs or operations essential to the national interest.

Freedom of Information Act (FOIA): a law ensuring public access to U.S. government records. FOIA carries a presumption of disclosure; the burden is on the government - not the public - to substantiate why information may not be released. Upon written request, agencies of the United States government are required to disclose those records, unless they can be lawfully withheld from disclosure under one of nine specific exemptions in the FOIA. This right of access is ultimately enforceable in federal court.

Gateway: a device that allows a disparate radio to communicate in real time, overcoming spectrum, formatting, and other technical challenges.

Help Desk: where repair, maintenance and programming issues/problems are reported; assigned under the ALMR System Manager.

Incident Command System (**ICS):** the ICS is a management system used to organize emergency responses. ICS offers a scalable response to an emergency (incident) of any magnitude and provides a common framework within which people can work together. These people (resources) may be drawn from multiple agencies that do not routinely work together. The system is designed to grow and shrink along with the incident, allowing more resources to be smoothly added into the system when needed and released when no longer needed.

Information Assurance (IA): information operations that protect and defend information and information systems by ensuring their availability, integrity, authentication, confidentiality, and non-repudiation. This includes providing for restoration of information systems by incorporating protection, detection, and reaction capabilities.

Information Systems Security Manager (ISSM): the individual responsible for establishing and maintaining security controls that ensure the availability, confidentiality, and integrity of the ALMR system under the RMF.

Interoperable Communications: the ability of public safety, including emergency and other first responders, to talk to one another via radio and other communication systems, and to exchange voice and/or data with one another on demand in real time.

Key Management Facility (KMF): allows for secure re-keying of radios over the air.

Law Enforcement Sensitive: used by law enforcement agencies (police, State Troopers, FBI, etc.) or the enforcement components of state or Federal agencies (INS, IRS, ATF, etc.) to designate information that is intended For Official Use Only. No law enforcement information should be released to the media, the general public, or over non-secure internet servers. Release of Law Enforcement Sensitive material could adversely affect or jeopardize investigative activities.

Local Governments: those Alaska political subdivisions defined as municipalities in AS 29.71.800(14).

Member: a public safety agency including, but not limited to, a general government agency (local, state, tribal, or federal), its authorized employees and personnel (paid or volunteer), and its service provider, participating in and using the system under a membership agreement.

Membership Agreement: the agreement entered into between the ALMR Operations Management Office, as the designated agent for the Executive Council, and the user agency, which sets forth the terms and conditions under which the system provides services to the user agency and the user agency's responsibilities while operating the system. Also referred to as a user agreement.

Minimize: essential, concise, and to-the-point radio traffic only.

Mission Assurance Category (MAC): designation used to determine requirements and availability of information systems.

Mobile Radio: a radio that is installed in a vehicle and has a medium to high power output.

Municipality of Anchorage (MOA): the MOA covers 1,951 square miles with a population of over 300,000. The MOA stretches from Portage, at the southern border, to the Knik River at the northern border, and encompasses the communities of

Girdwood, Indian, Anchorage, Eagle River, Chugiak/Birchwood, and the native village of Eklutna.

National Coordination Center (NCC): a Federal advisory committee chartered by the Federal Communications Commission from 1999 to 2003, which identified a need for a standard channel naming convention.

National Incident Management System (NIMS): a unified approach to incident management, standard command, and management structures with emphasis on preparedness, mutual aid, and resource management.

National Public Safety Telecommunications Council (NPSTC): a federation of organizations whose mission is to improve public safety communications and interoperability through collaborative leadership.

National Response Plan (NRP): the NRP establishes a comprehensive all-hazards approach to enhance the ability of the United States to manage domestic incidents. The plan incorporates best practices and procedures from incident management disciplines — homeland security, emergency management, law enforcement, firefighting, public works, public health, responder and recovery worker health and safety, emergency medical services, and the private sector — and integrates them into a unified structure. It forms the basis of how the federal government coordinates with state, local and tribal governments, and the private sector during incidents.

National Telecommunications and Information Administration (NTIA): the President's principal adviser on telecommunications and information policy issues, and in this role frequently works with other Executive Branch agencies to develop and present the Administration's position on these issues; manages the Federal use of spectrum; performs cutting-edge telecommunications research and engineering, including resolving technical telecommunications issues for the Federal government and private sector; and administers infrastructure and public telecommunications facilities grants.

Network Operating Charges: charges applied to users of the system through user agreements to recover operating, maintenance, capital replacement, and depreciation costs of the System.

Non-Proprietary Talkgroup: a talkgroup assigned to a multi-agency operation, such as a central dispatch. Cooperatively shared by participating users, a non-proprietary talk group is not member exclusive.

Operations Manager (OM): represents the User Council interests and makes decisions on issues related to the day-to-day operation of the system and any urgent or

emergency system operational or repair decisions; establishes policies, procedures, contracts, organizations, and agreements that provide the service levels as defined in the ALMR Service Level Agreement in coordination with the User Council.

Operations Management Office (OMO): develops recommendations for policies, procedures, and guidelines; identifies technologies and standards; and coordinates intergovernmental resources to facilitate communications interoperability with emphasis on improving public safety and emergency response communications.

P25 Radio: a Project 25 compliant control station, consolette, mobile or portable radio assigned to the system that has a unique identification number.

P25 Standards: the P25 suite of standards involves digital land mobile radio (LMR) services for local, state, and national (federal) public safety organizations and agencies. P25 is applicable to LMR equipment authorized or licensed, in the U.S., under the National Telecommunications and Information Administration (NTIA) or Federal Communications Commission (FCC) rules and regulations.

Party/Parties: one or more entities who have signed the Cooperative and Mutual Aid Agreement. The parties to the agreement are the Department of Defense - Alaska, the Alaska Federal Executive Association, the State of Alaska, respectively or collectively.

Partitioned System Management: the management of the portion of the system management function that is delegated to a user by the Operations Manager.

Portable Radio: a hand-held, low-power, two-way radio.

Proprietary Talkgroup: an exclusive talkgroup assigned to a single, specific user group.

Protocol: a standard that governs network communications by providing a set of rules for its operation.

Quorum: the minimum number of members of a deliberative body necessary to conduct the business of that group.

Radio: either a Project 25 compliant control station, consolette, mobile, or portable radio, which has a unique identification number and is assigned to the ALMR.

Radio Programming: fleet mapping, template programming and reprogramming and assignment of talkgroups within ALMR.

Radio Station Authorization: the document issued by the FCC that authorizes an agency to utilize portions of the radio frequency spectrum for their deployed communications equipment.

Relationship Manager: the user will appoint one of its employees to represent the user in its relationship with the User Council and to assist in resolving disputes.

Risk Management Framework (RMF) for DoD Information Technology (IT): A structured approach used to oversee and manage risk for an enterprise. The program and supporting processes to manage information security risk to organizational operations (including mission, functions, image, reputation), organizational assets, individuals, other organizations, and the Nation, and includes: (i) establishing the context for risk-related activities; (ii) assessing risk; (iii) responding to risk once determined; and (iv) monitoring risk over time. Requires the completion of the Assessment and Authorization (A&A), formerly certification and accreditation (C&A), process which results in an Authorization Decision (AD). The system must be reauthorized no later than every three (3) years.

SAFECOM: a communications program of the Department of Homeland Security. SAFECOM provides research, development, testing and evaluation, guidance, tools, and templates on interoperable communications-related issues to local, tribal, state, and federal emergency response agencies.

SDA: System Design Analysis

SDID: System Design and Implementation Documentation

Security Technician: holds a Security+ certification and provides services at the direction of the Security Manager, which may include, but are not limited to, dissemination of the Information Assurance Awareness Program, signing training certificates and maintenance of training records for all system users.

Service Level Agreement (SLA): outlines the operations and maintenance services as required by the User Council for the sustainment and operations of the ALMR infrastructure. The performance metrics contained in the SLA describe the maintenance standards for the ALMR system infrastructure. ALMR cost share services are also outlined in the SLA.

Simplex: half duplex transmission on a single frequency, one direction at a time.

Single Site Trunking: single site trunking is used for communications over a single centralized geographic area such as islands, industrial plants, businesses, and small towns/cities.

SME: subject matter expert

Spectrum: The entire range of radiation extending in frequency from approximately 10^{23} hertz to 0 hertz or, in corresponding wavelengths, from 10^{-13} centimeter to infinity and including, in order of decreasing frequency, cosmic-ray photons, gamma rays, x-rays, ultraviolet radiation, visible light, infrared radiation, microwaves, and radio waves.

Standard Operating Procedure (SOP): includes workflow diagrams, roles and responsibilities, etc. to clearly define work procedures.

State of Alaska (SOA): the primary maintainer of the State's infrastructure system, and shared owner of the ALMR system. The State of Alaska sponsors local/municipal agencies onto the system.

State of Alaska Telecommunications Systems (SATS): the State of Alaska telecommunications system microwave network, which is managed by APSCS.

Subscriber: an individual or company that is uniquely identified within the system as a user of services.

Subscriber Equipment: portable, mobile and console equipment that is intended to operate on the ALMR infrastructure for day-to-day intra-agency communications and/or inter-agency cross-jurisdictional interoperability purposes. Subscriber equipment can also include network management terminals, key management facility equipment, gateway and other assets which are determined not to be a burden cost share in applicable Memoranda of Agreement (MoAs).

Super System Management: this responsibility resides within the operations management of the system, on behalf of all system users. and applies to the wide area system management requirements that include: assigning radio use priorities; assigning radio identification numbers; managing talk groups to ensure appropriate use of the system; set standards for the selection and supervision of system personnel; enforcing guidelines, procedures, and protocols governing the operation of radios on the System; generating and use statistical data and reports concerning User talk groups, call duration, call types, busy signals, and other data analyses and reports; and enforcing termination of the Membership Agreement when User conduct or action(s) cause systemic and/or continuous system operation problems.

System: the ALMR Communications System, as established in the Cooperative and Mutual Aid Agreement, and any and all System Design/System Analysis (SD/SA) and System Design/System Implementation (SD/SI) documents.

System Design: the technical design of the system as defined in Article 5, Section 4 of the Agreement.

System Management Office (SMO): the team of specialists responsible for management of maintenance and operations of the system.

Tactical Interoperable Communications Plan (TICP): document which provides communications processes, procedures and protocols and identifies agency assets for responding to regional public safety events.

Talkgroup: the electronic equivalent of a channel on a trunked system; a unique group of radio users that can communicate with each other.

Template: the software programmed in a radio provided to customers by the SMO that controls the radio functions and communication capabilities.

Time Division Multiple Access (FDMA): This mode doubles the voice capacity that FDMA uses for more efficient use of the spectrum (two talkgroups per channel).

Transportable Unit: a fully self-sustaining portable ALMR communications site that can be used as a standalone site anywhere in the state, as a replacement site if an existing site fails or is destroyed or to add channel capacity to an existing site during an incident or special event.

Trunking: because of the limited nature of radio spectrum, trunking technology allows the most efficient use of radio channels. Trunking technology is similar to the technology that telephone companies use. In trunked radio communications, all available user channels are placed into one pool. When a person needs to transmit, a channel is automatically selected from the available pool and used for the transmission. When the person is finished with the transmission, the channel is placed back in the pool for another individual to use. The result is more efficient use of radio spectrum with a minimal probably of not having access to a channel.

Universal Licensing System (ULS): the Universal Licensing system is a software-based system that provides FCC licensees the ability to submit for new radio station authorizations, modify, renew, or cancel existing radio station authorizations and provides the user an ability to track one's actions by FCC file number. The ULS provides a wide range of options to assist users with the means to take care of FCC transactions from one's desktop computer.

User: an agency, person, group, organization, or other entity which has an existing written membership agreement to operate on ALMR with one of the parties to the Cooperative and Mutual Aid Agreement. The terms user and member are synonymous and interchangeable. All terms and conditions of the Cooperative and Mutual Aid

agreement defined apply to local/municipal government agencies that are sponsored/represented by the State of Alaska.

User Council: governing body responsible for recommending all operational and maintenance decisions affecting the system. Under the direction and supervision of the Executive Council, the User Council has the responsibility for management, oversight, and operation of the system. The User Council oversees the development of system operations plans, procedures, and policies.

User Technical Representative: the user's technical representative who is authorized to work with the System Management Office on technical issues. These duties include, but are not limited to, authorizing template modifications, coordinating the addition of new radios to system, providing fleet mapping data to the RPUs for record keeping purposes, providing after-hour emergency telephone numbers, and attending User group meetings and Executive Council meetings necessary for the safe and efficient operation of the system.

Wide Area Trunking: this capability allows ALMR users to travel throughout the state without changing channels as they travel, or the user can talk from his/her area across the state with other users on the same talk groups (Fairbanks to Juneau to Anchorage to Kenai as long as they have the same talk groups preprogrammed into their radios).

Wireless Communication: the transfer of electromagnetic signals from one location to another without cables, often using infrared light or radio waves.

Zone: a grouping of channels within the radio; also refers to the geographic areas of division pertaining to the Master Controllers (Zone 1, Zone 2, and Zone 4).