



TDMA Transition Checklist – August 2022

Member agencies are responsible for ensuring that all agency owned subscriber radios that are operating on the ALMR system are TDMA ready. This process will take several years for most agencies but has several essential steps that must be completed. This checklist is intended for actions on existing radios. If you are receiving new radios, please see the new radio checklist or call the Operations Management Office for guidance before having the radios programmed and put in service.

ALMR Operations Management Office: (907) 777-1109
ALMR Help Desk: (907) 334-2567

Verify your radio inventory

Ensure your radio inventory is updated with the equipment that is used in the field. Your inventory should include the make and model of radio, as well as the radio serial number and ALMR assigned radio ID.

Identify non-supported radios

Review your inventory and determine any radios that do not support TDMA capabilities. This does not mean that the feature needs to be enabled, but the radio should be capable. Reference the ALMR approved equipment list located at <https://alaskalandmobileradio.org/membership/mobile-portable-console-and-aircraft-radios/>

If you have radio models in your inventory that do not have the (TDMA Capable) notation as listed on the website, they will need to be scheduled for replacement. Your radio vendor should be contacted to verify if TDMA capabilities are supported. If capabilities are supported but they are not listed as TDMA capable on the equipment list, please ask your vendor to contact the ALMR Operations Manager.

Identify TDMA-capable radios

TDMA capable radios that have already been added to the system prior to the transition should be identified. A radio may be capable but may not have the feature enabled in the unit – to enable a feature, a “flash” or other upgrade may be required before the unit will operate in TDMA mode. Your radio dealer can advise on the specific procedure to enable TDMA if required.

Review Motorola radios previously added to ALMR

As part of the State of Alaska contract with Motorola to upgrade the system, existing radios as of a snapshot in October of 2021 will be receiving flash upgrades to TDMA at no charge to the member agency. This applies only to those radios that were identified in the contract. The Operations Management Office will be distributing the lists of serial numbers for the radios that are scheduled to receive upgrades.

The ALMR OMO can also make arrangements to deliver the upgrade kits to you or your radio servicing agency. Although there is no specific deadline for installing the flash feature, it may be beneficial to do so during your regular maintenance cycle to reduce any additional cost.

If any radios on your inventory are not reflected on that list, contact your radio dealer for information on enabling the TDMA feature.

Schedule replacement of non-TDMA radios

Agencies are asked to begin planning for radio replacement immediately. The goal date for transition of non-TDMA radios off the system is December 31, 2026. This will allow for most agencies to go through several budget cycles, which may be preferable to making a bulk purchase replacement.

Agencies are encouraged to contact their vendors or begin the procurement process as soon as possible, as ALMR is aware of some significant delays related to supply chain and order fulfillment for subscriber units and other equipment. Agencies should expect a longer than usual turnaround time to receive equipment.

Configure TDMA band plan

In order to utilize the new TDMA features, each radio must be configured with the new band plan, which tells the radios which radio frequencies to use in order to access the ALMR system. For most agencies, we recommend waiting until new radios are received to configure the band plan, or when agencies schedule the flash upgrades. This is because the plan has not yet been confirmed with field tests and although the plan is expected to work as expected, it is still subject to modification and may involve extra expense to agencies if reprogramming must occur.

The band plan must be configured in each radio, including those currently in service. The TDMA flash upgrade and the band plan configuration are two separate steps, although they can generally be accomplished in the same service appointment.

Flash TDMA capable radios

Radios previously on the system that are TDMA capable should have the feature enabled. Your radio vendor can assist in determining if the feature is enabled for your specific radio, otherwise it may need to be “flashed” in order to enable TDMA.

Decommission non-TDMA radios

Once the non-TDMA radios are replaced, they should be decommissioned and sanitized per the ALMR Information Systems Clearing and Sanitization Procedure 200-4. The ALMR helpdesk should be notified to remove the radios from the system as they are decommissioned. Remember that FDMA radios may not be added back to the system, therefore radios that may be sent to other agencies/purposes for re-use would be for conventional use only, and not available for use on the ALMR system.