



Alaska Land Mobile Radio Communications System

Subscriber Acceptance Testing Procedure 400-18

Version V11

November 13, 2025



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Document Revision History

Date	Reason for Changes	Version
10/21/2015	New; approved by the User Council – final.	1
11/14/2016	Annual review/update. Approved by the Operations Management Office – final.	2
11/16/2017	Annual review/update. Approved by the Operations Management Office – final.	3
11/26/2018	Annual review/update. Approved by the Operations Management Office – final.	4
11/21/2019	Annual review/update. Approved by the Operations Management Office – final.	5
11.30/2020	Annual review/update. Approved by the Operations Management Office – final.	6
11/10/2021	Annual review/update. Approved by the Operations Management Office – final.	7
11/10/2022	Annual review/update. Approved by the Operations Management Office – final.	8
11/14/2023	Annual review/update. Approved by the Operations Management Office – final	9
11/06/2024	Annual review/update. Approved by the Operations Management Office – final	10
11/13/2025	Annual review/update. Approved by the Operations Management Office – final	11



Acronyms and Definitions

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 (AML): 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 providing public safety communication services and support to state agencies.

Department of Defense (DoD) – 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.

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).

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.

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.



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Operations Manager: 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 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; identify technologies and standards; and coordinates intergovernmental resources to facilitate communications interoperability with emphasis on improving public safety and emergency response communications.

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

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

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

User: an agency, person, group, organization, or other entity which has an existing written membership agreement 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 Agreement and Mutual Aid agreement 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 and oversees the development of system operations, plans, procedures, and policies.



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1.0 Purpose

This document serves as a guideline for the testing, approval, and documentation for testing subscribers (radios) for approval of operation on the Alaska Land Mobile Radio (ALMR) Communications System. The goal is to provide a clear process for subscriber manufacturers to test their equipment against a pre-determined set of standards which have been set out by the User Council regarding “must have” functions within the operating environment.

2.0 Roles and Responsibilities

2.1 User Council

The User Council (UC) shall be responsible for:

- Setting the standards subscribers must meet in order to operate on the system and periodically reviewing and updating those standards to keep pace with technological advances.
- Formal approval of the Subscriber Acceptance Testing Procedure, and any substantial revisions hereafter.

2.2 Operations Management Office

The Operations Management Office (OMO) shall be responsible for:

- Assisting the UC in standards development and/or revision.
- Encouraging subscriber equipment manufacturers/vendors to submit their P25, TDMA capable, and narrowband-capable radios for testing.
- Having an individual from the OMO present during all Acceptance Test Procedures (ATPs).
- Providing the manufacturer/vendor, or their representative, with the end results of the test.
- Providing the manufacturer/vendor, or their representative, a resolution path for failed tests/re-testing.
- Scheduling follow-up testing for any manufacturer/vendor to re-test their subscribers in the event they did not pass the first ATP.
- Obtaining the manufacturer’s/vendor’s specification sheets/brochures for the subscriber radios that pass the ATP for posting to the web site.

2.3 System Management Office

The System Management Office (SMO) shall be responsible for:



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- Testing all submitted P25-compliant, TDMA capable, subscriber equipment presented by a manufacturer/vendor against the pre-determined ATP criteria set out by the UC.
- Only re-testing subscribers against previously failed tests, rather than conducting an entirely new ATP, unless significant changes were made.
- Preparing a subscriber unit ATP form at the end of each radio test indicating the “PASS/FAIL” status of each of the tests performed and the final decision regarding the radio acceptance.
- Providing the OMO with a copy of the completed ATP form.
- Providing the OMO with any changes of criteria for the ATP where specified tests may no longer be required, where the function of the test is not required to operate on the system, or when new tests are added.

2.4 Subscriber Manufacturers

Subscriber manufacturers producing P25-compliant, TDMA capable, radios are responsible for:

- Scheduling the test date by contacting the SMO or the OMO.
- Ensuring they have all the appropriate ancillary equipment available for the test, on the date scheduled.
- Obtaining any necessary information/instructions from the SMO regarding re-testing of their equipment, should it not pass the ATP.
- Ensuring they make the necessary adjustments to their equipment before scheduling a re-test.
- Providing current copies of brochures or manufacturer/vendor specifications for their equipment, when requested.
- Notifying the SMO or OMO if any of their equipment is experiencing severe operational issues on other systems, or if it becomes obsolete.

3.0 Approval Process

The ATP process only provides approval for the subscriber to operate on the ALMR system and should not be construed as a certification of the manufacturer/vendor radio.

The SMO is responsible for conducting the ATP and notifying the manufacturer/vendor of the test results.

All subscriber units undergoing the testing process must provide TDMA Phase II capability, which will be tested as part of the ATP process. Specific criteria related to TDMA Phase II will be developed by the SMO and approved by the User Council.



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Once approved to operate on the system, the radios will be listed on the ALMR web site page “ Mobile, Portable, Consolette, and Aircraft Radios” (<https://alaskalandmobileradio.org/membership/mobile-portable-consolette-and-aircraft-radios/>).

4.0 Compliance

Compliance with the Subscriber Acceptance Testing Procedure is outlined in ALMR Subscriber Acceptance Testing Policy Memorandum 400-18.