Document Section	3 – Configuration and Allocation	Status: SIEC Sub Committee Approval: 3/25/2024
State Standard Number	3.18.0	
Standard Title	**Statewide Motorola Radio Management**	
Date Established	**03/25/2024**	**SIEC Approval**:
Replaces Document Dated	NA	
Date Revised/Reviewed	**NA**	3/25/2024

1. Purpose or Objective

The purpose of this Standard is to define the responsibilities and configuration of the centralized Motorola Radio Management system.

2. Technical Background

- **Capabilities**

SIRN radios are capable of being programmed by Over-the-Air (OTAP), Wi-Fi, and direct cable programming. OTAP, Wi-Fi, and direct cabling can all be accomplished via Motorola Radio Management (RM).

Motorola Radio Management access is granted by the Statewide System Administrator.

- **Constraints**

Motorola Radio Management is not capable of being security partitioned. Due to this, all radios within the RM database are accessible to all authorized RM users.

Proper training, agreeing to follow strictly defined procedures, and radio programming authorizations are prerequisites to gain access to Radio Management.

3. Operational Context

Radio Management is a centralized radio programming system. The SIRN Statewide Administrator oversees Radio Management to include those local administrators that have been granted access to it.

Radios managed within Radio Management shall follow specific layout procedures to ensure that all radio templates and programming follows standardized protocols and procedures. The Statewide System Administrator will provide detailed instructions, naming conventions, and defined processes for use when working within Radio Management.

4. Recommended Protocol/ Standard

Prior to gaining access to Radio Management, local administrators shall complete Motorola programming training and radio management training. Local administrators must submit training certificates and Radio Management Access Request Form/User Agreement to the Statewide System Administrator for approval.

5. Procedure

All administrators seeking Radio Management Access shall complete the following:

- Complete Motorola Radio Management Training as prescribed by the Statewide System Administrator.
- Complete Motorola Radio Programming Training as prescribed by the Statewide System Administrator.
- Complete the Radio Management Access Request Form/User Agreement.
- Submit all documents to the Statewide System Administrator for approval and retention.

Once access approved, the local administrator will receive specific training from the SIRN Statewide System Administrator. After completion of the training, a username and password will be provided.

Local administrator will only update radio programming or firmware for the radios that they have a signed Authorization Letter for Subscriber Radio Programming.

Local administrators shall not share their username and/or password with anyone.

The Statewide System Administrator will periodically evaluate radio management for compliance. If violations of this standard are found, additional training or revocation of account access may be imposed.

6. Management

The SIRN Statewide System Administrator will maintain Motorola Radio Management and ensure compliance to the procedure described in this standard.