

Alaska Land Mobile Radio Information Systems Clearing and Sanitization Policy

1. Applicability

This policy applies to all employees, contractors, consultants, temporary employees, and other personnel assigned to Alaska Land Mobile Radio (ALMR) Communications System with the responsibility for computing assets processed for either decommissioning, or clearing, of resident memory. This policy also defines required actions for proper decommissioning or sanitizing of recordable media relevant to the System. Any revision or update of this policy must be approved by the User Council.

2. Policy

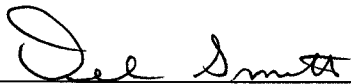
All ALMR machine-readable media must be properly cleared and sanitized to deny any access to previously stored information when scheduled for decommissioning, maintenance, or other disposition. Formal documentation shall exist regarding proper clearing and sanitization of all machine-readable media.

3. Procedures

The System Management Office shall ensure that any decommissioned computing device, which utilizes machine-readable media of any type, shall be cleared and sanitized in accordance with ALMR Information Systems Clearing and Sanitization Procedure 200-4 and as required under the Defense Information Assurance Certification and Accreditation Process (DIACAP) 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This policy shall become effective upon signature and shall remain in effect until rescinded.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.

 5-26-11

Del Smith
Operations Manager
Alaska Land Mobile Radio