Document Section	3 - Configuration and Allocation	**Status**: SIEC Subcommittee Approval: 6/28/2021
State Standard Number	**3.2.0**	
Standard Title	**SIRN Radio ID Alias**	
Date Established	**12/21/2020**	**SIEC Approval**: 6/28/2021
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1. **Purpose or Objective**

The purpose of this standard is to set forth the naming convention by which all radio users on SIRN establish radio ID alias/names. This will provide guidance on how radio alias/names are created and ensure there are no duplicate names.

2. **Technical Background**

- **Capabilities**

The SIRN allows for radios to have unique Radio Aliases (or names) up to fourteen characters in length.

- **Constraints**

Every Radio User Alias/Name in the system must be unique and cannot be duplicated. The system will accept upper case alpha, numeric, period, dash, forward slash, and the number sign.

3. **Operational Context**

With the exception of the first two characters, users are technically free to choose any name they wish for their radio aliases. However, since this is a shared system, Radio User Aliases programmed into the system must follow the naming conventions to avoid duplicates and for ease of identification.

4. **Recommended Protocol/ Standard**

Each radio has to be assigned a unique alias per this Standard

- No two Radio Aliases shall be identical.

- Radio User Aliases must identify the agency and user type per the naming convention below.

- The naming standard only governs the first two characters. Characters following the first two are at the individual agency's discretion per this standard.

- Radio User Aliases shall follow **## AAAA BBBBBB** convention described below:

  - **##:** the first two characters/prefix must indicate the County Number ranging from 01 to 53 (All State agencies are assigned 00)

    - Cities and agencies within a county would use that county's prefix

- Federal Agencies: US
- Tribal Nations: TN
- Other entities not directly affiliated to a federal, state or local agency will be assigned the two digit prefix on a case-by-case basis.
  - o **AAAA**: two to four characters indicating the agency (e.g., BCSO, WFFD, HP, etc.)
  - o **BBBBB**: the remaining characters are used to indicate the user's function (e.g., Patrol Officer, Badge Number, Engine, SWAT VAN, etc.)
    - If a radio user has multiple radios on the system, each radio must have a unique alias. The alias could be suffixed with identification for the radio itself, such as a "-P" for portable to differentiate between a mobile and portable radio used by the same person. This would allow dispatchers and Administrators to readily identify radio users and whether the radio is a portable or mobile.
- At minimum, each radio must be assigned the county (##) and agency identifier (AAAA) as described above.

A few examples of this naming Standard as provided below.

Local Agencies
- 18-GFPD-410-P: (Grand Forks County Number Code) (Grand Forks Police Department) (Badge Number) (Portable)
- 53-3616-M: (Williams County Number Code) (Williams County Sheriff Badge Number) (Mobile)
- 34 CFD ENG1 M: (Pembina County Number Code) (Cavalier Fire Department) (Engine 1) (Mobile)
- 30 MCHD 1 P: (Morton County Number Code) (Morton County Highway Dept) (Radio Number) (Portable)
- 30 MPD P1: (Morton County) (Mandan Police Department) (1-generic non-descriptive assignment)

For a state or federal agency, the alias could read as follows:

- 00 NDHP 4583 P: (North Dakota State Agency) (Highway Patrol) (Badge Number) (Portable)
- 00 DOT-PLOW56: (North Dakota State Agency) (Department of Transportation) (Plow Number)
- US-DEA-23-M: (US Federal Agency) (Drug Enforcement Agency) (Agent #) (Mobile)

5. **Procedure**

A master table of Radio User Aliases will be maintained in the system by the Statewide System Administrator.

The Statewide System Administrator will manage the radio alias database and resolve duplicate alias

requests, or those that deviate from this Standard.

Agencies seeking additions and/or changes to Radio Aliases shall follow the process defined in SIRN Standard 3.2.1 Radio ID or Radio Alias Change Request.

6. **Management**

Local Administrators and Statewide System Administrator are responsible for compliance to this Standard.