



Title:	P25 Talkgroup & Alias Naming Policy	SOP No:	ITS-RADIO-001
Revision:	1.0	Effective Date:	August 1, 2014
Owner:	Manager - Radio Services	Department:	IT Solutions

P25 Talkgroup & Individual ID Naming Policy

1 Purpose

The objective of this policy is to establish a standardized Talkgroup and Individual ID allocation plan including alias naming convention for entities communicating on the City of Fort Worth (CFW) P25 Radio System. The goal of this policy is to ensure effective use of resources, eliminate the possibility of duplicate aliases, and facilitate communications across all users

2 Scope

All entities and users on the CFW P25 Radio System including internal and external, console and radio only customers, as well as users on systems connected to the Master Switch only, must comply with this policy.

3 References

None

4 Conditions for Exemption

Exceptions to the policy must be approved by the Senior Manager over Radio Services.

5 Justification

5.1 Minimize risk of system level conflicts

A well planned, meaningful and easily identifiable talkgroup and radio ID naming policy will minimize the risk of system level conflicts. As every console connected to the CFW



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P25 Radio System shares a common talkgroup table, it is mandatory that no two agencies have talkgroups named identically.

5.2 P25 Radio System requirement

The P25 Radio System requires that all radios be assigned a user alias to be enabled on the system.

5.3 Master Switch will not allow duplicate alias assignment

The Master Switch of the CFW P25 Radio System will not allow a duplicate alias to be assigned.

6 Talkgroup and Alias Naming Rules

This section defines the structure of the talkgroup and radio naming convention.

6.1 System Prefix

To alleviate the constraints of more than one agency naming their talk groups the same, each external agency will designate a prefix with a minimum of two characters for their radio Talk Groups. For example, all talk groups belonging to the City of Fort Worth are prefixed on the city's consoles by FW ("FW C-PTRL). Table 1 contains a list of currently assigned prefixes. This prefix must be on the connected consoles but is not necessary on the subscriber radio unit unless needed for clarity (FW C-PTRL / JC C-PTRL). Talkgroup name length will be dependent upon system limitations for display.

Entity	System Prefix
City of Fort Worth	FW
Tarrant County	TC
Johnson County	JC
City of Mansfield	MAN
North Richland Hills, Richland Hills, Haltom City and Wauwata	NHRW



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MedStar	MS
The "T"	TT
City of Crowley	CR
Westover Hills	WH
City of Forrest Hills	FH
City of Kennedale	KE
Texas Dept. of Transportation	TX
City of Cleburne	CLB
Texas DPS	DPS
City of Joshua	JP
Haltom City	HC
FWISD	FSD
TCU	TCU
UNT	UNT
TCC	TCC
CareFlite	CF
US Treasury	BEP
City of Bedford	BED
City of Euless	EUL
City of Grapevine	GPV
City of Colleyville	COL
City of Keller	KEL
City of Southlake	SLK
City of Westlake	WLK
City of Irving	IRV
City of Alvarado	JCA
City of Joshua	JC J
City of Godley	JC G
Texas Rangers	TX Ranger
City of Arlington	ARL
Pantego	PAN
University of Texas at Arlington	UTA
Mansfield ISD	MISD

Table 1: System Prefix



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6.2 Radio Alias

To avoid conflicts within the system resulting from duplicate alias being assigned, each agency will prefix their radio alias with the prefix for their agency. Use of the agency prefix will not only ensure that every alias is unique, but will tell any receiving agency the radio user's home agency.

The individual alias attached to the prefix should be meaningful to the originating agency and easily identifiable in case of emergencies or interference. The interaction between agencies should also be taken into account in selecting an alias for interoperability clarity.

6.3 Talkgroup Renaming or Prefix Changes and Selections

Requests by agencies to change assigned prefixes or to request new or additional prefixes must be submitted in writing to the CFW Radio Services department for review.

- Requests must be in compliance with the existing policy. The justification for the prefix change request must be included if the prefix is being changed.
- The Radio Services division will validate the request and ensure that no duplications are encountered across the system.
- Approval will be in writing to the requesting entity. Radio Services should complete the requested changes within 2 working days.

6.4 Trunking ID Assignments

ID numbers will normally be assigned on a per user basis. Major entities may be assigned blocks of trunking ID's to be managed by their administrators. The CFW P25 Radio System will follow the state plan for Trunking ID numbers. Requests for Trunking



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ID numbers should be addressed to the Radio Services group using the CFW P25 ID Request form described in Section 7.

6.5 Layer Assignment

Each entity will be assigned to one of the CFW P25 radio system layers for primary use. The other layer will be utilized as the backup layer. The primary talkgroup will be assigned and enabled on the primary layer. The corresponding backup talkgroup will be assigned to the other layer. Reference Table 2 for primary layer assignments. Backup talkgroups will be designated with a B at the end of the talkgroup name (i.e. FW C-PTRL B).

Agencies that connect their own radio systems to the CFW master switch may assign talkgroups to their system as their needs direct. If backup talkgroups are assigned on the CFW system, the distribution must be in compliance with Table 2.

Layer 1		Layer 2
FWPD		Ext. Agencies
MedStar		FWWD
CFW Others		Tarrant Co.
		The T
		FWFD

Table 2: Layer Assignment

7 Forms

Click the following link to complete a *CFW P25 ID Request Form*:

[P25 ID Request Form.pdf](#)



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Version Control

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