



## TN Advance Communications Network (TACN) Records

### Core Data

<b>RDA Number:</b>	11510
<b>Effective Date:</b>	2026-04-20
<b>Record Series Abstract:</b>	Records include but not limited to: TN Advance Communications Network (TACN) land mobile radio (LMR) system, as built, to include system documentation files such as drawings, diagrams, system architecture, site preparations and permits, as well as agreements between agencies, such as co-location or sharing of equipment, participation agreements for use of the system, and other documents pertaining to TACN facilities or equipment. Additional documents may include future plans for expansion, system upgrade and maintenance contracts, and project status and tracking documents for future site builds of the system.
<b>Record Series Active:</b>	Yes
<b>Cut Off at End of:</b>	Other
<b>Total Retention Years:</b>	6
<b>Total Retention Months:</b>	0
<b>Retention End Action:</b>	Destroy
<b>Disposition Notes:</b>	Records are generated and stored in paper and electronic format. Paper records may be scanned and once verified for completeness and accuracy paper records may be destroyed by state approved methods. Documents would be destroyed 6 years after termination of agreement or decommissioning of equipment. Records will be destroyed by state approved methods.
<b>RDA Signed Agency Form:</b>	RDA 11510 Signed Form.pdf



## TN Advance Communications Network (TACN) Records

### Worksheet (A)

<b>Record Location:</b>	Records officer has list of locations.
<b>File Arrangement:</b>	Alpha & Numeric
<b>Media Format Generated:</b>	Electronic
<b>Media Format Generated Summary:</b>	Electronic: Spreadsheet/Database Paper: Sheet
<b>Media Format Stored:</b>	Electronic Paper
<b>Media Format Stored Summary:</b>	Electronic: Spreadsheet/Database Paper: Sheet
<b>Date Range:</b>	2014 - current
<b>Agency:</b>	Dept. of Safety
<b>Allotment Code:</b>	34901
<b>Annual Accumulation:</b>	17 GB, 44 cu ft.
<b>Current Volume:</b>	287 GB, 148 cu ft.



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### Worksheet (B)

<b>Record Value:</b>	Administrative
<b>Audit Requirements:</b>	State
<b>Information Shared Outside the State:</b>	Yes
<b>Shared Agencies:</b>	Vendors include but limited to, Motorola Solutions, Aviat Networks, FirstNET, and federal agencies such as the Federal Communications Commission (FCC), and Federal Aviation Administration (FAA).
<b>Essential Record:</b>	Yes - Original
<b>Confidential:</b>	No
<b>Does this record series contain sensitive information?:</b>	No
<b>Agency Retention:</b>	6 years after termination of agreement or decommissioning of equipment.
<b>Retention Legal Citation:</b>	None
<b>Record Sample PDF:</b>	TACN Participation Contract_34901-014969-0093_Carter Co_Final.pdf



## TN Advance Communications Network (TACN) Records

### Electronic Records Plan Inventory

<b>System Name:</b>	MCM Azure
<b>Hardware Description:</b>	All hardware for maintaining the records series shall be maintained in accordance with the current standards of Strategic Technology Solutions (STS).
<b>Software Description:</b>	MCM will manage their software and TACN will utilize MCM and the State network that is supported by STS.
<b>System Location:</b>	One database containing electronic records is kept on servers maintained and supported by STS State data centers. The other database is stored in the MCM Azure cloud.
<b>Backup Procedures:</b>	Backup procedures shall be maintained in accordance with current STS data center operations policy.
<b>Disaster Recovery:</b>	Disaster recovery procedures shall be maintained in accordance with current STS data center operations policy.
<b>Data Migration Description:</b>	STS maintains and migrates data according to system updates, upgrades and replacements. Full procedures are available with STS.
<b>Metadata Description:</b>	File Type: pdf and TIF images, date created, File size, and Title



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### RDA Comments

<b>Records Management Division (RMD)</b>	<b>2026-03-11</b> No recommended changes.
<b>Tennessee State Library and Archives</b>	<b>2026-03-17</b> No recommended changes.
<b>Comptroller Audit Review</b>	<b>2026-03-16</b> We have reviewed RDA 11510 from an audit standpoint. We concur with the recommended retention and disposition specifications.
<b>Agency Records Officer</b>	<b>2026-03-17</b> Thank you.
<b>RMD Director</b>	<b>2026-03-24</b> RDA 11510 is a request to create an RDA. The retention period will be six years and then destroy. The format will be paper/electronic. Recommend approval of the request to create RDA 11510.
<b>Public Records Commission</b>	<b>2026-04-20</b> PRC approves RDA 11510.