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WIRELESS MANAGEMENT OFFICE

I. Purpose

This directive establishes the National Wireless Management Office (WMO) within the Department of Homeland Security (DHS), Office of the Chief Information Officer (CIO). The purpose of the WMO is to set forth wireless technology policy and overall DHS goals in an effort to improve homeland security while reducing technology costs. The WMO role is to coordinate the development of policy and strategy for the use of wireless technologies across the department to ensure interoperability, value delivery, and architectural compliance while moving to the desired state of our enterprise architecture.

II. Scope

- A. This directive applies to all DHS organizational elements that use commercial wireless technology, including pagers, cellular telephones, Mobile Radio (MR) systems, Wireless Local Area Networks (WLAN), Wireless Wide Area Networks (WWAN), Personal Digital Assistants (PDA), satellite networks, and personal computers that use wireless modems.
- B. Nothing in this policy shall be construed as conflicting with MD # 4700, "Personal Communications Device Distribution" or the DHS Telecommunications policy.
- C. There shall be no exceptions or deviations to this directive without approval of the DHS CIO.

III. Authorities

This directive is governed by numerous Public Laws, regulations, rules, and other directives, such as:

- A. National Information and Telecommunications Administration Manual of Regulations & Procedures for Federal Radio Frequency Management (January 2000 Edition with January/May/September 2001 versions).
- B. Code of Federal Regulations, Parts 0-199.
- C. OMB Circular A-130, Management of Federal Information Resources.

- D. DHS MD Number 4700, "Personal Communications Device Distribution."
- E. The security regulations pertaining to wireless technology as defined by the National Institute of Standards and Technology (NIST) and identified at www.nist.doc.gov.
- F. The security regulations pertaining to wireless technology as defined by the National Security Agency (NSA) and identified at www.nsa.gov.

IV. Definitions

The Telecom Glossary 2000 (ANSI Standard T1.523.2001) and National Information Systems Security (INFOSEC) Glossary (NSTISSI No 4009 June 5, 1992) provide most definitions that apply to the directive and may be found at www.T1.org and www.ntia.doc.gov website.

- A. ***PROJECT-25***: Telecommunications Industry Association (TIA) 102 Standards and Specifications (25) is a proposed air interface solution for interoperability.
- B. ***Wireless Public SAFETY Interoperable COMMUNICATIONS Program***: The President's e-government initiative pertaining to wireless interoperability often referred to as Project SAFECOM.

V. Responsibilities

- A. The Under Secretary for Management, through the DHS Chief Information Officer, shall be responsible for all aspects of this directive.
- B. ***The DHS WMO*** will report directly to ***the DHS CIO***.
- C. ***The DHS WMO's*** responsibilities include:
 - 1. To ensure the effective operation, management, budgeting, and procurement of all wireless technology and development of policy and wireless program performance metrics and wireless standards for DHS as it pertains to homeland security and maritime safety. The DHS Wireless Program will be managed by an Executive Committee chaired by the DHS CIO or his/her representative. This committee is composed of the CIO's of the organizational elements, the Head of the DHS WMO and the PMO for Project SAFECOM. The committee shall meet at least quarterly.

2. To effectively work with other Federal agencies to develop and where practicable, jointly develop procurements and promote interoperable functionally in day to day operations. To ensure that DHS employs an interoperable, cohesive MR network(s) and wireless national security and emergency preparedness systems throughout the nation.
3. To ensure a transition to a Project-25, interoperable MR system(s) for all DHS organizational elements which share the same facilities (e.g. airports, border points, etc.) to migrate to a single MR system, utilizing and sharing frequencies and spectrum within their system.
4. To establish a comprehensive radio frequency spectrum management program for all DHS wireless activity in accordance with applicable laws.
5. To ensure commercial wireless technology is utilized and integrated into the existing DHS inventory of Information Technology equipment available.
6. To serve as the single DHS representative on the Interdepartmental Radio Advisory Council (IRAC). The United States Coast Guard (USCG) will maintain their membership on the IRAC due to their maritime safety responsibilities and DOD-related mission/support during wartime.
7. To ensure the most effective acquisition vehicles are used in procuring wireless equipment within DHS.
8. To ensure the success of the President's e-government initiative through close coordination with Project SAFECOM.

D. All DHS civilian personnel serving in telecommunications and wireless positions (Series 0391/0301/2210, telecommunications specialists/frequency managers/ telecommunications standards) must follow operational guidelines and policies as directed by the DHS WMO.

VI. Policy & Procedures

A. The primary objective is to establish clear and concise policy direction for wireless operations. The desire is that all DHS elements at all official points have interoperable wireless systems(s) to facilitate coordinated support for the homeland security missions.

B. To facilitate interoperable wireless systems for all DHS elements at all official points of entries into the United States, the DHS WMO will:

1. Establish DHS policy on wireless procurement strategy, operation, and maintenance for all wireless activities within DHS and its organizational elements.
2. Provide complete oversight of all radio frequency management, procurement, and interoperability wireless issues at DHS. The DHS WMO will ensure wireless interoperability for all DHS entities by 31 January 2005.
3. Ensure wireless interoperability between DHS and all other federal agencies.
4. Submit a single wireless budget for all DHS organizational elements, in accordance with the DHS IT Capital Planning process. (All expenditures for personnel, equipment, and maintenance in support of the DHS wireless activities will be directed and submitted through the DHS WMO.).
5. All MR systems being procured and integrated into HDS must be reviewed by the DHS WMO to insure that the procurement complies with the interoperability goals of the DHS.
6. The USCG will manage maritime safety systems in coordination with WMO.

C. Any **questions or concerns** regarding this directive should be addressed to the Office of the DHS CIO.