

TELECOMMUNICATIONS OPERATIONS

1. Purpose

This directive establishes the Department of Homeland Security (DHS) policy for Telecommunications Operations.

2. Scope

This directive applies to all DHS organizational elements.

3. Authorities

This directive is governed by numerous Executive Orders, Public Laws, and national policy, such as:

- A. Telecommunications Act of 1996; The Information Technology Management Reform Act (ITMRA) also known as the Clinger-Cohen Act.
- B. TITLE 47 Code of Federal Regulations, Telecommunications Parts 0-199.
- C. OMB Circular A-130 Management of Federal Information.
- D. Paperwork Reduction Act of 1995.
- E. Government Paperwork Elimination Act (GPEA).
- F. Federal Property Management Regulations (FPMR).
- G. DHS MD No. 4100, "Wireless Management Office"

4. Definitions

- A. **FED-STD-1037C**: 1996-Glossary of Telecommunications Terms
- B. **National Information Systems Security (INFOSEC) Glossary**: NSTISSI No 4009 June 5, 1992.

5. Responsibilities

A. **The DHS Chief Information Officer (CIO)** shall:

1. Develop DHS department wide policies and procedures to ensure the efficient and effective procurement, management and operation of all telecommunications equipment, systems and services as they pertain to homeland security.
2. Oversee formulation, submission, allocation, and execution of the consolidated DHS telecommunications budget.
3. Ensure that all DHS telecommunications activities are combined into one integrated operation, with the exception of classified and unclassified systems.
4. Ensure cost effective use of commercial telecommunications technology and its integration into the existing inventory of DHS Information Technology equipment.

6. Policy and Procedures

A. **Policies.** It is the policy of DHS that:

1. All organizational elements and agencies in DHS will function under the same policies, regulations, standards and rules pertaining to telecommunications operations.
2. All DHS organizational elements at official points of entries into the United States shall have interoperable or single telecommunications system(s) that will enable effective communications and ensure coordinated support of homeland security operations.
3. The DHS CIO will coordinate and submit to the DHS Chief Financial Officer, a consolidated DHS telecommunications budget. Organizational elements, directorates and/or agencies will receive a yearly allocation of funds for telecommunications operation and maintenance based upon annual telecommunications spending plans reviewed by the CIO. All DHS organizational elements will ensure the accurate execution of telecommunications spend plans which shall include expenditures for personnel, equipment, and maintenance.
4. All DHS civilian personnel serving in telecommunications and wireless positions (Series 0391/0301/2210, telecommunications specialists/frequency managers/ telecommunications standards) will adhere to the provisions of this directive.
5. All DHS operational elements and agencies are directed to notify the DHS CIO of any new telecommunications initiatives to ensure compliance with DHS

telecommunications and interoperability goals.

B. **Questions or Concerns Regarding the Process**: Any questions or concerns regarding this directive should be addressed to the Office of the CIO.