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National Telecommunications and Information Agency (NTIA) [2]

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DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
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001. report	National Telecommunications and Information Administration (NTIA) Continuity of Operations Plan (47 pages)	ca 04/1998	P1/b(1)
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COLLECTION:

Clinton Presidential Records
Office of Science and Technology Policy

OA/Box Number: 43311

FOLDER TITLE:

National Telecommunications and Information Administration (NTIA) [2]

2008-1524-F
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CFG (CONT'D)

- **NTIA CFG MEMBERS, DURING NATIONAL SECURITY CRISES OR EMERGENCIES, WILL:**
 - **SUPPORT ACCOMPLISHMENT OF CFG ESSENTIAL EMERGENCY FUNCTIONS (EEFs) AND PROVIDE STAFF SUPPORT TO THE DIRECTOR, OSTP**

(CLASSIFIED PRESIDENTIAL EMERGENCY ACTION DIRECTIVES AND COG OPLAN 96-1

NTIA ERP

- **DEVELOP, MAINTAIN, AND PUBLISH PLANS, POLICY, AND PROCEDURES FOR FEDERAL GOVERNMENT RADIO SPECTRUM USE
(AS DESIGNEE OF SECRETARY OF COMMERCE)**
- **ADVISE AND ASSIST IN THE ADMINISTRATION OF A SYSTEM OF RADIO SPECTRUM PRIORITIES FOR USE BY FEDERAL GOVERNMENT IN SUPPORT OF NSEP FUNCTIONS
(AS DESIGNEE OF DIR, OSTP)**

(E.O. 12472, APRIL 3, 1984)

NTIA ERP (CONT'D)

- THE DIRECTOR, OSTP, SHALL CERTIFY OR APPROVE PRIORITIES FOR RADIO SPECTRUM USE BY THE FEDERAL GOVERNMENT, INCLUDING THE RESOLUTION OF ANY CONFLICTS IN OR AMONG PRIORITIES, UNDER ALL CONDITIONS OF CRISIS OR EMERGENCY.”**

(E.O. 12472, APRIL 3, 1984)

NTIA ERP (CONT'D)

- INCLUDE SYSTEM OF PRIORITIES AS PART OF NTIA ERP AND COORDINATE IT WITH THE NCS COMMITTEE OF PRINCIPALS**

(DIR, OSTP MEMO TO SEC OF COMMERCE, JULY 30, 1984)

NTIA ERP (CONT'D)

- NO OTHER SYSTEM OF TELECOMMUNICATIONS SERVICE PRIORITIES WHICH CONFLICTS WITH THE NSEP TSP SYSTEM IS AUTHORIZED**
- SERVICE USERS MAY IMPLEMENT PRIORITY AND/OR PRECEDENCE SYSTEMS THAT ARE CONSISTENT, AND DO NOT CONFLICT WITH, THE NSEP TSP SYSTEM**

(NCSD 3-1, JULY 5, 1990)

NTIA ERP (CONT'D)

- MAINTAIN THE NTIA ERP AND UPDATE IT ON A PERIODIC BASIS**
- SUBMIT NEW OR REVISED PLANNING DATA TO OSTP FOR APPROVAL**
- ASSURE THAT THE RADIO SPECTRUM PRIORITY SYSTEM IS COMPATIBLE WITH THE NCS TELECOMMUNICATIONS PRIORITY SYSTEM**

(DIR, OSTP MEMO TO SEC OF COMMERCE, JULY 29, 1985)

NTIA ERP TASKS (CONT'D)

- SUBMIT NEW OR REVISED, SPECIFIC, SYSTEM PRIORITIES TO THIS OFFICE FOR CERTIFICATION**
- ADVISE ALL FEDERAL DEPARTMENTS AND AGENCIES WITH SPECTRUM-DEPENDENT SYSTEMS THAT YOU ARE ACTING ON MY BEHALF IN THE DEVELOPMENT OF THE ERP AND INSURE THAT THEIR DATA IS INCORPORATED INTO IT**
- AUTOMATE THE NSEP PLANNING DATA FOR SPECTRUM MANAGEMENT INTO A DATABASE**

(DIR, OSTP MEMO TO SEC OF COMMERCE, 7/29/85)

NTIA ERP (CONT'D)

- PREPARE STATUS REPORTS TO THE DIRECTOR, OSTP, ON THE PROGRESS OF TSP-R DESIGNATION; INCLUDE THESE REPORTS WITH PERIODIC REVISIONS OF THE ERP MADE BY NTIA AND SUBMITTED FOR APPROVAL TO THE DIRECTOR, OSTP**
- IN COORDINATION WITH THE NCS, INCLUDE IN NATIONAL EXERCISES EVENTS WHICH TEST TSP AND TSP-R COMPATIBILITY AND EFFECTIVENESS**

(DIRECTOR, OSTP, MEMO TO SECRETARY OF COMMERCE, MAY 19, 1989)

NTIA ERP (CONT'D)

- IN COORDINATION WITH THE MANAGER, NCS, ASSURE THAT WHEN SPECTRUM-DEPENDENT SYSTEMS INCLUDE COMPONENTS FOR WHICH A TSP HAS BEEN OR WILL BE DESIGNATED, THE TSP AND TSP-R (FORMERLY SPECTRUM PRIORITY INDEX) ARE COMPATIBLE**
- REFLECT TSP-Rs AS APPROVED BY THE DIRECTOR, OSTP, IN THE NTIA ERP**

(DIRECTOR, OSTP, MEMO TO SECRETARY OF COMMERCE, MAY 19, 1989)

NTIA ERP (CONT'D)

- **APPLICABLE TSP SYSTEM POLICIES**
 - **NO OTHER SYSTEM OF TELECOMMUNICATION SERVICE PRIORITIES WHICH CONFLICTS WITH THE NSEP TSP SYSTEM IS AUTHORIZED**
 - **SERVICE USERS MAY IMPLEMENT PRIORITY AND/OR PRECEDENCE SYSTEMS THAT ARE CONSISTENT, AND DO NOT CONFLICT WITH, THE NSEP TSP SYSTEM**

(NCSD 3-1, JULY 5, 1990)

NTIA ERP (CONT'D)

- **APPLICABLE TSP-R SYSTEM POLICIES**
 - **TELECOMMUNICATIONS SERVICE PRIORITY
FOR RADIOCOMMUNICATIONS (TSP-R)
SYSTEM BASED ON NSEP TSP SYSTEM
ADDRESSED IN FCC REPORT & ORDER 88-341
AND NCS DIRECTIVE 3-1**

NTIA ERP (CONT'D)

- **APPLICABLE TSP-R SYSTEM POLICIES**
 - **TSP-Rs ARE INTENDED TO ESTABLISH A CONSISTENT FRAME OF REFERENCE FOR DEPARTMENTS AND AGENCIES IN ASSESSING RELATIVE IMPORTANCE OF THEIR SPECTRUM-USE REQUIREMENTS BASED ON THE ESTABLISHED PRIORITIES OF THE MISSIONS THEY SUPPORT IN A WAR EMERGENCY**

TSP-R SYSTEM POLICIES (CONT'D)

- **TSP-R REFLECTS THE DEPARTMENT'S OR AGENCY'S DETERMINATION OF THE IMPORTANCE OF A PARTICULAR PORTION OF THE RADIO SPECTRUM USED IN SUPPORT OF ITS WAR EMERGENCY OPERATIONS**
- **TSP-R IS NOT AN INDEX OF ABSOLUTE PRIORITY AMONG POTENTIALLY COMPETING USERS BECAUSE THE MISSIONS OR FUNCTIONS SUPPORTED BY THE SPECTRUM-DEPENDENT RADIOCOMMUNICATION SYSTEMS MAY BE CHANGED IN VARYING CIRCUMSTANCES**

TSP-R SYSTEM POLICIES (CONT'D)

- TSP-R PRIORITY LEVELS WILL BE ASSIGNED ONLY TO THE MINIMUM NUMBER OF RADIO-COMMUNICATION SYSTEMS REQUIRED TO SUPPORT NSEP FUNCTIONS**
- TSP-R PRIORITY LEVELS NOT ASSIGNED TO BACK-UP OR REDUNDANT SYSTEMS/SERVICES**
- EXECUTIVE OFFICE OF THE PRESIDENT MAY ALSO ESTABLISH LIMITATIONS UPON RELATIVE NUMBER OF SYSTEMS/SERVICES WHICH MAY BE ASSIGNED ANY TSP-R PRIORITY LEVEL**

TSP-R SYSTEM POLICIES (CONT'D)

- **UNDER WAR EMERGENCY CIRCUMSTANCES, ALL SUBCATEGORIES OF THE ESSENTIAL NSEP TSP-R CATEGORY ARE APPROPRIATELY CATEGORIZED WITHIN THE EMERGENCY NSEP TSP-R CATEGORY**
- **TSP-Rs ARE TO BE ASSIGNED TO EACH SPECTRUM-DEPENDENT SYSTEM INCLUDED IN FEDERAL GOVERNMENT DEPARTMENT OR AGENCY WAR EMERGENCY PLANS**

NTIA ERP PAST ACTIONS

- **DIRECTOR, OSTP, APPROVED ORIGINAL DRAFT ERP (PARTS I & II) IN JULY 1985, AND NTIA PUBLISHED IT IN OCTOBER 1985**
- **PART I: BASIC PLAN**
- **PART II: DEFINED SPECTRUM PRIORITY INDEXES (SPIs), ADDRESSED RADIO SPECTRUM BY BAND, INDICATED WAR EMERGENCY USES AND SPIs FOR EACH SYSTEM**

NTIA ERP PAST ACTIONS (CONT'D)

- **NTIA ERP ORIGINAL DRAFT**
 - **USED A SPECTRUM PRIORITY INDEX (SPI) THAT ESTABLISHED THE RELATIVE PRIORITY OF GOVERNMENT RADIOCOMMUNICATION SYSTEMS AS DETERMINED BY RESPONSIBLE AGENCIES**
 - **SPI SYSTEM WAS COMPARABLE TO NCS CIRCUIT RESTORATION PRIORITY SYSTEM (NCS MEMO 1-68, JULY 18, 1968); BUT, IT DIDN'T CORRELATE EXACTLY WITH NEW TSP SYSTEM**

NTIA ERP PAST ACTIONS (CONT'D)

- .. NTIA PUBLISHED REVISED ERP (PARTS I & II) IN OCTOBER 1994 IMPLEMENTING TSP-R SYSTEM**
- .. PART I: ADDRESSED ACTIONS THAT MAY BE TAKEN AT ANY TIME IN MOBILIZING FOR, RESPONDING TO, OR RECOVERING FROM ALL EMERGENCY SITUATIONS**
- .. PART II: ADDRESSED ACTIONS THAT MAY BE TAKEN UPON EXERCISE OF THE WAR POWERS OF THE PRESIDENT UNDER SECTION 706 OF THE COMMUNICATIONS ACT OF 1934, AS AMENDED**

NTIA ERP PAST ACTIONS (CONT'D)

- .. ERP PARTS I & II USED WITH SEPARATE, ELECTRONIC DATABASE THAT REPRESENTS THE PRIORITIZED FEDERAL GOVERNMENT WARTIME SPECTRUM REQUIREMENTS**
- .. AUTOMATED DATABASE COMPRISED OF TSP-R ASSIGNED TO EACH SPECTRUM-DEPENDENT, RADIOCOMMUNICATION SYSTEM INCLUDED IN FEDERAL GOVERNMENT DEPARTMENT OR AGENCY WAR EMERGENCY PLANS ALONG WITH OTHER ASSOCIATED DATA**

NTIA ERP PAST ACTIONS (CONT'D)

- **PART I - GENERAL**
- **PART II - WARTIME ACTIVE COMBAT AND TSP-R POLICY**
- **PART III - WARTIME SYSTEMS TSP-R DATA**
- **PART IV - SPECTRUM MANAGEMENT DURING WARTIME EMERGENCIES**
- **PART V - SPECTRUM MANAGEMENT DURING NON-WARTIME EMERGENCIES**

DRAFT, REVISED NTIA ERP PART II

- **DELINEATES WARTIME ACTIVE COMBAT AND TSP-R POLICY FOR SPECTRUM USE**
- **DEFINES TSP-R SYSTEM (BASED ON TSP SYSTEM FOR NSEP, PER FCC REPORT & ORDER 88-341 AND NCSD 3-1**

DRAFT, REVISED NTIA ERP PART III

- **COMPRISED OF SEARCHABLE, ELECTRONIC DATABASE THAT REPRESENTS THE PRIORITIZED FEDERAL GOVERNMENT'S WARTIME SPECTRUM-USE REQUIREMENTS**
- **CONTAINS THE SYSTEM NAME, SYSTEM ID NUMBER, USING GOVERNMENT DEPARTMENT OR AGENCY, FREQUENCIES INTENDED TO BE USED BY THE SYSTEM, TSP-R FOR EACH FREQUENCY OR FREQUENCY BAND AS APPLICABLE, ETC.**

NTIA ERP FUTURE ACTIONS

- COMPLETE REVIEW AND COORDINATION OF DRAFT, REVISED NTIA ERP, PARTS I-V, WITHIN THE IRAC**
- COMPLETE REVIEW AND COORDINATION OF DRAFT, REVISED NTIA ERP, PARTS I-V, WITHIN THE NCS COP**
- FORWARD DRAFT, REVISED ERP THROUGH ASSISTANT SECRETARY, DOC, TO DIRECTOR, OSTP, FOR APPROVAL ALONG WITH STATUS REPORT ON TSP-Rs**

NTIA ERP FUTURE ACTIONS

- **COMPLETE REVIEW OF DEPARTMENT AND AGENCY SYSTEMS INTENDED TO BE USED DURING WARTIME, THE ASSOCIATED MISSIONS AND TSP-Rs, ETC**
- **CONTINUE TO REVIEW NEW DEPARTMENT AND AGENCY SYSTEMS INTENDED TO BE USED DURING WARTIME, THE ASSOCIATED MISSIONS AND TSP-Rs, ETC AND MAINTAIN THE ERP, PART III, ELECTRONIC DATABASE**

NTIA COOP

- ENSURE THE CONTINUITY OF ESSENTIAL FUNCTIONS IN ANY NATIONAL SECURITY EMERGENCY**
- DEVELOP STRATEGIES, PLANS, AND PROGRAMS ... TO AVOID OR MINIMIZE DISRUPTIONS OF ESSENTIAL SERVICES DURING ANY NATIONAL SECURITY EMERGENCY**

(SECTIONS 202 & 204, E.O. 12656, ASSIGNMENT OF EMERGENCY PREPAREDNESS RESPONSIBILITIES)

NTIA COOP (CONT'D)

- **ENSURE THE CONTINUITY OF ESSENTIAL OPERATIONS IN VARIOUS EMERGENCY ENVIRONMENTS, I.E., MAINTAIN THE CAPABILITY TO TEMPORARILY PERFORM ESSENTIAL OR CRITICAL FUNCTIONS IN THE EVENT OF A MAJOR DISRUPTION UNTIL NORMAL OPERATIONS CAN BE RESTORED**
- **IDENTIFY EMERGENCY EMPLOYEES AND NOTIFY THEM BY NOVEMBER 15 OF EACH YEAR THAT THEY ARE SO DESIGNATED**

**(DEPARTMENT OF COMMERCE ADMINISTRATIVE ORDER
210-10, FEBRUARY 23, 1996)**

NTIA COOP (CONT'D)

- **ESSENTIAL OR CRITICAL FUNCTION IS AN ACTIVITY THAT IS VITAL TO THE CONTINUATION OF OPERATIONS OF DEPARTMENTAL OFFICES OR OPERATING UNITS AND WHICH EITHER REQUIRES IMMEDIATE RESTORATION OR COULD NOT BE DISRUPTED FOR MORE THAN A PERIOD OF 10 WORKING DAYS WITHOUT GENERATING MAJOR PROGRAM DETERIORATION**

(DEPARTMENT OF COMMERCE ADMINISTRATIVE ORDER 210-10, FEBRUARY 23, 1996)

NTIA COOP (CONT'D)

- **PROVIDES POLICY, GUIDANCE, AND OPERATIONAL PROCEDURES AS WELL AS IDENTIFIES RESPONSIBILITIES FOR NTIA PERSONNEL TO ENSURE THAT CRITICAL OR ESSENTIAL FUNCTIONS AND OPERATIONS ARE CONTINUED IN THE EVENT OF A NON-WARTIME EMERGENCY OR THREAT OF SUCH AN EMERGENCY**

COOP PAST & PRESENT ACTIONS

- **PUBLISHED INITIALLY IN JANUARY 1997
(FIRST ONE PUBLISHED IN THE DEPARTMENT OF
COMMERCE)**
- **COMPLETED ACTIONS TO SATISFY SECURITY
REQUIREMENTS FOR INSTALLATION OF WORK
STATION IN ROOM 653 AT RELOCATION SITE**
- **FIRST REVISION BEING STAFFED FOR APRIL 1998
PUBLICATION**

COOP FUTURE ACTIONS

- **COMPLETE REVISION OF COOP**
- **COMPLETE INSTALLATION OF WORK STATION AT NTIA RELOCATION SITE**
- **CONDUCT FIRST COOP EXERCISE TO INCLUDE DEPLOYING TO THE RELOCATION SITE**

JTRB

- **DOC (ASST SEC, COMMUNICATIONS AND INFORMATION) WILL SERVE AS A MEMBER OF JOINT TELECOMM RESOURCE BOARD (JTRB)**

(E.O. 12472, APRIL 3, 1984)

- **AS JTRB MEMBER, ASSIST THE DIR, OSTP DURING CRISES OR EMERGENCIES ON TELECOMMUNICATION MATTERS**

(DIR, OSTP MEMO, JULY 30, 1984)

- **FUTURE?**

CIP

- **PENDING DECISION REGARDING LEAD AGENCY
FOR COMMUNICATIONS AND INFORMATION
INFRASTRUCTURE**

(PDD/NSC-YY)

AUGUST 14, 1997

“A TOP NATIONAL SECURITY PRIORITY OF THIS ADMINISTRATION IS TO ENSURE THAT WE HAVE SUFFICIENT CAPABILITIES AT ALL LEVELS OF GOVERNMENT TO MEET ESSENTIAL DEFENSE AND CIVILIAN NEEDS, AND ENSURE CONTINUITY OF MINIMUM ESSENTIAL EXECUTIVE BRANCH FUNCTIONS AND SERVICES DURING ANY NATIONAL DISASTER OR EMERGENCY.”

**SAMUEL R. BERGER
ASST TO THE PRESIDENT
NAT'L SECURITY AFFAIRS**

**FRANKLIN D. RAINES
DIRECTOR, OMB**

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