

CECI-P

Circular
No. 25-1-341

1 October 2009

EXPIRATION DATE 30 JULY 2011
Information Management
RADIO AND FREQUENCY MANAGEMENT POLICY

1. Purpose. This circular establishes and implements policy and guidance for the governance of the U.S. Army Corps of Engineers (USACE) Radio and Frequency Management practices.
2. Applicability. This policy applies to all U.S. Army Corps of Engineers (United States and its Possessions (US&P)) . Sites excluded from ACE-IT support are still required to abide by these policies since this circular is based on DoD policies/directives and Army regulations as defined. Systems and/or equipment requiring frequencies to operate must be coordinated with the Radio and Frequency Management Team as described in paragraph 6.2 (regardless of intended operations in federal or unlicensed frequency bands). Examples include: HF Single Sideband; VHF/UHF land mobile radios (LMR); maritime radio systems; Geostationary Operational Environmental Satellite (GOES) radios; wireless paging systems; frequency-dependent survey equipment; point-to-point microwave systems. All radio equipment operating primarily in federal bands requires adherence to federal rules and regulations for military, civil works, and emergency operations missions.
3. Distribution. This document is approved for public release. Distribution is unlimited.
4. References.
 - a. EP 25-107, USACE CIO 700-Day Plan, April 2009
<http://140.194.76.129/publications/eng-pamphlets/ep25-1-107/entire.pdf>
 - (1) Standardization
 - (2) Operational Managed and Virtualized Services
 - (3) Cross-Cutting
 - b. Manual of Regulations and Procedures for Federal Radio Frequency Management-NTIA www.ntia.doc.gov/osmhome/redbook/redbook.html
 - c. DoD Land Mobile Policy Memorandum, Dtd. 3 Aug 01
www.eis.army.mil/brs/download/armylmrapolicy.pdf

1 Oct 09

d. DoD Directive 4650.1

http://www.defenselink.mil/cio-nii/sites/diea/DoD_4650_1.pdf

e. DoD Directive 5100.35, Military Communications-Electronics Board

<http://www.dtic.mil/whs/directives/corres/pdf/510035p.pdf>

f. Military Communications-Electronics Board-MCEB Pubs 7 & 8

<http://www.disa.mil/jsc>

g. Military Communications-Electronics Board-Pub 1

http://jitc.fhu.disa.mil/jitc_dri/pdfs/mceb_pub1.pdf

h. AR 5-12, Army Management of Electromagnetic Spectrum

http://www.army.mil/usapa/epubs/pdf/r5_12.pdf

i. ER 1110-2-248 Engineering and Design-Requirements for Water Data Transmission Using GOES/DCS 13 <http://www.usace.army.mil/publications>

5. Introduction.

a. The Engineers' Spectrum Center (ESC) is staffed by the ACE-IT Radio Systems and Frequency Management (RF) Team. Primary missions are the coordination, facilitation and processing of requisitions to obtain and maintain authorized radio frequency assignments through/from the appropriate authoritative federal agencies. Frequencies are approved and forwarded from the National Telecommunications Information Administration (NTIA) (part of the Department of Commerce) to the Army Spectrum Management Office (ASMO) and then forwarded to Corps organizations through/by the ESC. The ESC coordinates with DoD's Joint Spectrum Center (JSC), the organization that has oversight of Army and Corps frequency management activities. The JSC specifies procedures, equipment and software for ESC transmittal/receipt/usage of radio frequency items. In addition, the ESC continuously liaises with the ASMO and other federal, state and local agencies with regards to frequency related matters.

b. All frequencies and radio equipment needs must be coordinated through the ESC. The RF Team members at the ESC perform a wide range of wireless services with a single streamlined process. These services range from radio repair to major infrastructure improvement projects.

6. Policy.

a. This policy implements governance of IT systems discussed in Paragraph 2. It is effective immediately unless an exemption is obtained from the CIO's office.

b. All radio equipment will be P25 & J/F 12 (DoD Certified) compliant as mandated by the DoD Land Mobile Policy Memorandum, Dtd. 3 Aug 01. The purpose for

operation, whether military or civil, is irrelevant as the equipment will be operating primarily in federal bands and must adhere to the federal regulations. Since USACE is an Army Command, equipment purchased for the organization is part of the Army's inventory. Compliance is required regardless of the type of funds used to purchase the equipment. All Army-acquired equipment operating primarily in federal bands requires adherence to federal rules and regulations for military, civil works, and emergency operations missions.

(1) Frequency authorizations are obtained through Army channels, not the Federal Communications Commission (FCC). Authorizations can only be given if the equipment is properly certified.

(2) The P25-compliant radios ensure future compatibility with both digital and analog systems. There is a growing need to communicate with other agencies (i.e. local law enforcement, Homeland Security, FEMA, etc.). The P25 standard will support that compatibility requirement.

(3) To allow for the appropriate engineering analysis/coordination and to obtain the necessary clearance for a new frequency assignment, frequency requests will be submitted to the ESC (via an ESD ticket) prior to the proposed operational date and prior to procurement of equipment. **Based on AR-5-12 Section 1- 8 and DoD Directive 4650.1 Sections 4.5.1- 3, funds for the research, development, production, purchase, lease or use of frequency-dependent items will not be released by the obligating authority until supportability has been established by the ESC. No frequency-dependent "off-the-shelf" or other non-developmental system shall be purchased or procured without this supportability determination as well.**

(4) Other specialized radio systems are also required to adhere to these policies:

(a) Geostationary Operational Environmental Satellite (GOES)
New requests for assignment of radio frequencies for operation of the GOES Data Collection Platforms (DCP) shall be submitted to the ESC.

(b) Ship Radio Authorization (SRA) and Maritime Mobile Service Identity (MMSI)
SRA is a license authorizing vessels to use transmitting and receiving equipment aboard a ship for communications. This is required by international treaty. MMSI is a series of 9 digits which are transmitted over the radio that uniquely identifies the ship's station. Requests and renewals of SRAs and MMSIs for Corps of Engineers vessels shall be submitted through the ESC. Upon deactivation or disposal of a land or vessel station, a request for cancellation of the SRA and MMSI must be submitted to the ESC.

c. No other IT solutions and/or services or changes to any part of its architecture will be authorized unless a waiver from the CIO's office has been granted.

EC 25-1-341
1 Oct 09

d. Exemptions/waivers to this policy can be granted by the office of the CIO. A complete business case is required to request an exemption. For guidance please, contact the CECI-P, Information Technology Project Manager (ITPM) for Frequency Management, janice.m.dewitt@usace.army.mil or 412-395-7411.

FOR THE COMMANDER:

A handwritten signature in black ink, appearing to read 'WILBERT BERRIOS', with a long horizontal flourish extending to the right.

WILBERT BERRIOS
Director of Corporate Information

APPENDIX
List of Acronyms

ACE-IT- Army Corps of Engineers Information Technology
AR- Army Regulation
ASMO- Army Spectrum Management Office
CIO- Chief Information Officer
DCP- Data Collection Platforms
DoD- Department of Defense
ER- Engineering Regulation
ESC- Engineers' Spectrum Center
ESD- Enterprise Service Desk
FCC- Federal Communications Commission
FEMA- Federal Emergency Management Agency
GOES- Geostationary Operational Environmental Satellite
ITPM- Information Technology Project Manager
JSC- Joint Spectrum Center
LMR- Land Mobile Radio
MCEB- Military Communications-Electronics Board
MMSI- Maritime Mobile Service Identity
NTIA- National Telecommunications Information Administration
OMB- Office of Management and Budget
RF- Radio Systems and Frequency Management
SRA- Ship Radio Authorization
USACE- United States Army Corps of Engineers
US&P- United States and its Possessions