

## Electronic Statewide Communication Interoperability Plans (eSCIP)

### Interoperability Communications Planning

The purpose this tool (eSCIP) is to assist your State in completing the Statewide Communication Interoperability Plan (SCIP) and the Annual Progress Report (APR).

The Statewide Interoperability Coordinator (SWIC) is the account manager for this tool. Some users may have access to review the information, others may have access to review and edit the content for accuracy. Should you have access privileges to review and edit the content in this tool, please keep in mind the following guidelines:

- **Navigating the Tool:** You are welcome to view any section of the SCIP or APR at any time using the navigation bar on the left or by clicking the "Continue" button at the bottom of each page.
- **Entering the Data:** Each section of the SCIP will have text boxes to enter your State's data. In Section 5: Strategic Goals and Initiatives, you are able to add introductory paragraphs to briefly describe your State's accomplishments and challenges for each subsection in addition to your goals and initiatives. To ensure the data you enter into the tool is saved, be sure to always click the "Save Current Work" button. If you do not click this button, all input and data is discarded. If you arrive upon a section that you do not have any data to enter, please enter N/A if not applicable for your State.
- **Uploading Files and Attachments:** In the Reference Materials section of the SCIP, you can upload documents and other relevant media that support the SCIP. This may include links or resources that provide additional background on the SCIP (e.g., governance documents), other State plans (e.g., previous versions of the SCIP, the State broadband Plan), or current operational plans (e.g., Tactical Interoperable Communications Plans, field operations guides).
- **Exporting your Data:** You can generate a printout version of the SCIP and APR using the "Create Report" button found on the last page of the SCIP and APR navigation. This report allows you to use the data in the SCIP and APR as you see fit.
- **Submitting to OEC:** When you are ready to submit your SCIP or APR to OEC, simply click the SUBMIT button.

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Date of Approval: XXX/XX/XXXX

Date of Expiration: XXX/XX/XXXX

### Paperwork Reduction Act Notice

The public reporting burden to complete this information collection is estimated to average 10 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collected information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number and expiration date. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to DHS/NPPD/OEC, Serena Maxey, (703)235 2822, ATTN: PRA1670-0017.

### Privacy Act Notice

**Authority:** Title XVIII of the Homeland Security Act of 2002, 6 U.S.C. Â§ 101 et seq., authorizes the collection of this information.

**Purpose:** DHS will use the Statewide Communication Interoperability Plan (SCIP) Template and Annual Progress Report to track the progress States are making in implementing milestones and demonstrating goals of the NECP.

**Routine Uses:** The information will be used by and disclosed to DHS personnel and contractors or other agents who need the information to assist in activities related to emergency communications. Additionally, DHS may share the information with facility operators, law enforcement or other government agencies as necessary to respond to potential or actual threats to the national communications infrastructure, or pursuant to its published Privacy Act system of records notice.

**Disclosure:** Furnishing this information is voluntary.

For questions regarding this tool, please contact [PSToolsHelp@publicsafetytools.info](mailto:PSToolsHelp@publicsafetytools.info).

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