

**WORKSHEET #34: COMMUNICATIONS SYSTEMS SUPPORTING ESSENTIAL FUNCTIONS**

Complete a separate worksheet for each essential function. Review information already gathered on vital systems and equipment for clues on communication systems that support critical processes and services and in turn their associated essential functions. In this chart, list the current vendor and its contact information; the services the vendor is currently providing the agency; and any special emergency services the vendor has to offer.

**Essential Function:** \_\_\_\_\_

Communication Mode	Current Provider	Services Provided	Special Services Available	Alternate Provider?
Voice Lines				
Fax Lines				
Data Lines				
Cellular Phones				
Pagers				
E-Mail				
Internet Access				
Instant Messenger Services				
Blackberry and Other Personal Digital Assistants (PDAs)				
Radio Communication Systems				

This worksheet is from the National Cooperative Highway Research Program (NCHRP)