



National Aeronautics and
Space Administration
John C. Stennis Space Center
Stennis Space Center, MS 39529-6000

**SPD 2800.9 Rev. Basic
June 2015**

COMPLIANCE IS MANDATORY

John C. Stennis Space Center Policy Directive

Communication Services Infrastructure Management and Resources

Stennis Policy Directive	SPD 2800.9	Basic
	<i>Number</i>	<i>Rev.</i>
	Effective Date: June 16, 2015	
	Expiration Date: June 16, 2020	
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Responsible Office: RA40/Office of the Chief Information Officer		
SUBJECT: Communication Services Infrastructure Management and Resources		

1. POLICY

- a. This document provides the statement of policy and responsibility applied to National Aeronautics and Space Administration (NASA) John C. Stennis Space Center (SSC) for the management of communication services infrastructure, as described in section 5.d, under the authority of the SSC Chief Information Officer (CIO) as defined in NASA Policy Directive (NPD) 2800.1, *Managing Information Technology*.
- b. The SSC CIO shall have the sole authority and responsibility to manage all communication services infrastructure within the fee area and any designated satellite facilities of SSC. All NASA civil servants, NASA contractors, resident agencies and tenant organizations shall adhere to NASA's and SSC's communications and communications infrastructure specifications and standards.
- c. All communication services infrastructure planned for implementation or modification, including any deviations from NASA's standards or architecture by resident agencies and tenant organizations, shall be requested through SSC's Office of the CIO (OCIO) and covered within a current agreement such as a Space Act Agreement (SAA)/Host-Tenant Agreement or Memorandum of Understanding (MOU) as defined in NPD 1050.1, *Authority to Enter into Space Act Agreements (Revalidated 10/30/14)* and SPD 1050.1, *Agreement Preparation, Processing, and Management*.
- d. SSC's CIO shall manage current and future capacity and capability needs for communication services infrastructure for NASA and resident agencies and tenant organizations at SSC.
- e. All personnel authorized to use SSC's communication services infrastructure shall comply with Federal, Agency and NASA SSC's regulations, policies and procedures as well as guidance established within SSC's Federal City Handbook.
- f. Any service provider delivering new, additional or expanded external communication services infrastructure to NASA or any tenant at SSC shall coordinate all activities with the SSC OCIO and comply with any NASA-documented instruction related to this policy.

2. APPLICABILITY

This Stennis Policy Directive (SPD) applies to NASA civil servant personnel, NASA contractors, resident agencies and tenant organizations and all activities pertaining to communication services and/or infrastructure.

3. AUTHORITY

- a. The National Aeronautics and Space Act, as amended 51 U.S.C. § 20111 et seq.

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- b. The Clinger-Cohen Act (Section 808 of Pub. L. 104-208), renaming in pertinent part the Information Technology Management Reform Act of 1996, Division E of Pub. L. 104-106.
- c. Federal Management Regulations, 41 CFR, Part 102 *et. seq.*
- d. NPR 1400.1, *NASA Directives System Procedural Requirements*.

4. APPLICABLE DOCUMENTS

All citations are assumed to be the latest version unless otherwise specified.

- a. NPD 1050.1, *Authority to Enter into Space Act Agreements (Revalidated 10/30/14)*.
- b. NPD 2800.1, *Managing Information Technology*.
- c. NPR 2800.1, *Managing Information Technology*.
- d. NPR 7120.5, *NASA Space Flight Program and Project Management Requirements*.
- e. NASA-STD-8739.4, *Crimping, Interconnecting Cables, Harnesses, and Wiring*.
- f. NASA-STD-8739.5, *Fiber Optic Terminations, Cable Assemblies, and Installation*.
- g. NASA-STD-8739.6, *Implementation Requirement for NASA Workmanship Standards*.
- h. SPD 1050.1, *Agreement Preparation, Processing and Management*.
- i. SPR 8500.1, *SSC Environmental Management System Procedural Requirements*.
- j. SOI-8080-0006, *Development and Approval of Customer Agreements*.
- k. SWI-1050-0005, *Agreement Preparation, Processing, and Management*.
- l. *SSC Federal City Handbook 2012*.

5. RESPONSIBILITY

- a. NASA/SSC Center Director or delegate shall ensure the SSC CIO's direct engagement for any planned installation, implementation or modification of communication services infrastructure investments at SSC. This engagement shall be documented, at a minimum, through resident tenant SAAs, Host-Tenant Agreements and MOUs.

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- b. NASA/SSC Chief Information Officer shall establish the communication services infrastructure required to meet the needs of all NASA SSC organizations. Further, the SSC CIO shall be responsible for provisioning specific technical services addressed within each Host-Tenant Agreement and for making “demand services” related to Communication Services available to each tenant. SSC’s CIO also has the authority to implement and manage this SPD.
- c. NASA/SSC OCIO’s Communication Service Managers shall be responsible for maintaining and managing NASA’s communication services infrastructure provided by SSC’s local Information and Technical Services (ITS) contractor, and provisioning those specific communication service requirements defined within each Host-Tenant Agreement with SSC.
- d. Information and Technical Services (ITS) contract is authorized to implement, install, maintain and manage configuration change for all of NASA SSC’s communication services infrastructure. This shall include all inter-building configurations to NASA and tenant occupied buildings and demarcation point connections to external communication carrier service providers. This responsibility shall include all intra-building communication infrastructure within NASA occupied facilities as applicable. The ITS contractor shall coordinate with the appropriate OCIO Communication Service Manager to ensure proper function and connectivity. The ITS contractor shall adhere to all Federal, Agency, State and Center regulations, standards and procedures per the terms of their contract and Federal laws. NASA SSC’s communication services infrastructure consists of the hardware, software, and processes that together deliver fundamental communication capabilities, such as the transmission and retrieval of information by electrical or electronic means used in the manipulation, movement, control, switching, interchange, transmission, or reception of data or information. This infrastructure includes the following services:
- Telephone Services
 - Data and Voice Circuit Services
 - Audio/Visual and Video Services
 - Radio Services
 - Cable Plant Services
- e. Communication Carrier Service Provider (SP) shall be responsible for notifying NASA SSC’s CIO of details requesting their services and/or physical presence within or adjacent to SSC’s property, fee area or satellite facilities. SPs shall only deploy a physical cable presence after receiving approval from NASA SSC’s CIO to a designated demarcation point for cable installation. SPs shall be responsible for gaining the approval of the appropriate NASA SSC OCIO’s Communication Services Manager prior to enabling any communication transmission across SSC’s buffer zone, fee area or satellite facility areas. SPs shall demonstrate compliance with Federal, State, and Agency requirements and shall present proof of these requirements, such as notices of compliance from the Federal Communications

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Commission (FCC), before permitting any connection to NASA SSC or any of its tenant communication services or infrastructure.

- f. Customer (NASA and tenant) shall represent the SP in all communications with the NASA SSC's CIO and appropriate OCIO Communication Service Managers.

6. MEASUREMENT/VERIFICATION

Compliance with the policy contained in this document will be verified through audits, observations and/or self-assessments performed by the OCIO's IT Policy and Governance Lead.

7. CANCELLATION

NONE



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Director

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