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United States Department of the Interior  
NATIONAL PARK SERVICE  
1849 C Street, N.W.  
Washington, D.C. 20240

IN REPLY REFER TO:

May 24, 2004

L30 (2460)

Memorandum

To: Regional Directors  
Attention: Superintendents

From: Director /s/ - Donald W. Murphy (for)

Subject: Inventory of Wireless Communications Facilities  
**Due Date: June 30, 2004 – Negative Responses Required**

Most parks have used wireless communications in the form of radios for decades. In recent years wireless communications technology has expanded dramatically and FCC has phased in a re-distribution of radio broadcast frequencies. The Telecommunications Act of 1996 recognized the revolution in wireless communications and created a priority for a national wireless network for communications.

Telecommunications facilities include all types of wireless communications including television, radio, cell phones and microwave. Telecommunication facilities may be as simple as an antenna attached to a building, or a telecommunications facility site may be complex, comprised of a tower or support structure, electrical and telephone lines and an access road.

It is now time to inventory all of the existing wireless communications facilities on National Park Service (NPS) managed property. This includes our own radio communications facilities, facilities we host or share with other agencies, and private or commercial facilities that have been authorized. For each wireless facility, please describe the type of facility, its function, and identify the organization or agency responsible for the facility. For facilities not exclusively used for NPS communications, please provide a copy of the permit or agreement used to authorize the facility. The inventory list must include the name, phone number and e-mail address for the park contact person for additional information.

Copies of the inventory package should be sent to:

Lee Dickinson  
Special Park Uses Program Manager  
National Park Service  
Org. Code 2460  
1849 C Street, NW  
Washington, DC 20240

A second copy should be sent to the park's regional office. Regional contact and address information can be found at the Special Park Uses (SPU) website on Inside NPS.

In the future, parks should submit three copies of the permit, signed by the permittee, for the Regional Director's signature. The regional office will retain one copy. The remaining copies will be returned to the park, one for the park's administrative record, the other to be sent to the permittee. The WASO SPU program manager should be sent a photocopy after it is signed.

Please note: Director's Order 53 provides park managers with clear policy guidance for all rights-of-way, including telecommunication sites. In Resource Manual 53 (Appendix 5, Pages A5- 43 – 58) a step-by-step procedure is outlined for processing requests for telecommunication permits, including evaluating the request's potential impact on park resources. It is important that there is a thorough evaluation of every request. Carefully follow the procedure involving the public, including environmental and historic compliance. Additional assistance in managing telecommunications facilities and requests for new facilities are available from the WASO Office of SPU or the regional SPU office.

Thank you in advance for your attention to this request. If you have any questions please contact Lee Dickinson at 202/513-7092.