

**WORKSHEET 29: 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:** \_\_\_\_\_

| <b>Communication Mode</b>          | <b>Current Provider</b> | <b>Services Provided</b> | <b>Special Services Available</b> | <b>Alternate Provider?</b> |
|------------------------------------|-------------------------|--------------------------|-----------------------------------|----------------------------|
| Voice Lines                        |                         |                          |                                   |                            |
| Fax Lines                          |                         |                          |                                   |                            |
| Data Lines                         |                         |                          |                                   |                            |
| Cellular Phones                    |                         |                          |                                   |                            |
| Pagers                             |                         |                          |                                   |                            |
| Email                              |                         |                          |                                   |                            |
| Internet Access                    |                         |                          |                                   |                            |
| Instant Messenger Services         |                         |                          |                                   |                            |
| Personal Digital Assistants (PDAs) |                         |                          |                                   |                            |
| Radio Communication Systems        |                         |                          |                                   |                            |
| Other                              |                         |                          |                                   |                            |