OMB No. 1670-0005
Expires: 01/31/2027

1. ACTION REQUESTED *(Enter applicable code) (If "C" or "D", complete Items 4, 9, 10, 11, and 12 at a minimum.)*

A ASSIGN INITIAL PRIORITY FOR A SERVICE

C CHANGE TO A SERVICE, SERVICE PRIORITY, OR INFORMATION ABOUT A SERVICE

D DELETE/REVOKE A SERVICE'S PRIORITY

2. DATE SERVICE REQUIRED *(MMDDYYYY)*

3. SERVICE USER SERVICE ID

4. TSP AUTHORIZATION CODE *(Complete below only if Action Requested in Item 1 is C or D.)*

T S P ☐ ☐ ☐ ☐ ☐ ☐ — ☐ ☐

5. SERVICE PROFILE *(List all profile elements that describe the user's level of support for the service.)*

6. RESTORATION PRIORITY INFORMATION *(Complete ONLY if requesting a restoration priority)*

a. Category Under Which Service Qualifies For Priority Treatment *(A, B, C, or D)*

b. Category Criteria Under Which Service Qualifies

c. Restoration Priority Requested *(5, 4, 3, 2, or 1)*

d. Prime Vendor *(Company Name)*

7. PROVISIONING PRIORITY INFORMATION *(Complete ONLY if requesting a provisioning priority)*

a. Category Under Which Service Qualifies For Priority Treatment *(A, B, C, or D)*

b. Category Criteria Under Which Service Qualifies

c. Provisioning Priority Requested *(5, 4, 3, 2, or 1)*

d. Invocation Official's Name

e. Invocation Official's Title

f. Telephone Number *(Area Code/Number/Extension)*

g. Has the Invocation Official Authorized This Action? *(Y or N)*

h. Service Locations *(Street Address, Building Number, Room Number, etc.)* and 24-Hour Point of Contact for Each End Service Location

i. Prime Vendor Point of Contact for Provisioning *(Point of Contact Name, Telephone Number, and Company)*

8. SUPPLEMENTAL INFORMATION *(Provide: (1) circuit specification(s) for provisioning priority only; (2) justification for requested priority level if higher than qualified for; or (3) justification for disapproval or priority level change in sponsorship disposition field (12e).)*

9. SERVICE USER *(Enter applicable code)*

| A FEDERAL GOVERNMENT | C LOCAL GOVERNMENT | E FOREIGN GOVERNMENT | G U.S. MILITARY |
| B STATE GOVERNMENT | D PRIVATE SECTOR | F OTHER | |

10. SERVICE USER ORGANIZATION *(If Federal Dept/Agency, provide FIPS Code)*

11. SERVICE USER POINT-OF-CONTACT *(For correspondence regarding this service)*

a. Name and Title	b. Organization
c. (1) Mailing Address	(2) City (3) State (4) Zip Code
d. Telephone Number *(Area Code/Number/Extension)*	e. Facsimile Number *(Area Code/Number/Extension)*
f. 24-Hour Telephone Number *(Area Code/Number/Extension)*	g. Electronic Mailing Address

h. Signature and Date: I confirm this is a National Security and Emergency Preparedness (NS/EP) service.

▶   ◀

12. SPONSORSHIP INFORMATION FOR NON-FEDERAL SERVICE *(To be completed by sponsor)*

a. Federal Sponsoring Agency and FIPS Code	b. Sponsor Name
c. Sponsor Title	d. Telephone Number *(Area Code/Number/Extension)*

e. Recommended Disposition *(X one of the following boxes)*

| ☐ APPROVE | ☐ DISAPPROVE | ☐ APPROVE WITH PRIORITY LEVEL CHANGE |

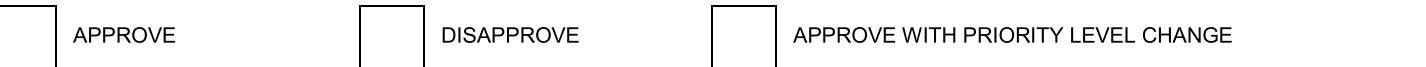f. Sponsor Signature and Date: I confirm this is a National Security and Emergency Preparedness (NS/EP) service.

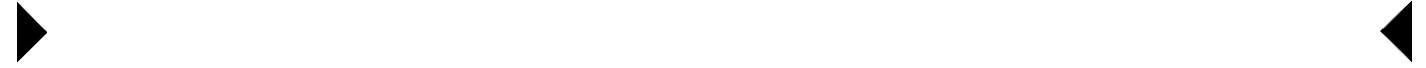▶   ◀

Non-Federal users: send form to your Federal Government sponsor.
Federal users or sponsors: **send completed form to:**

ECD/TSP Program Office
CISA – NGR STOP 0645
1110 N. Glebe Rd.
Arlington, VA 20598-0645

Submit via Email: tsp@cisa.dhs.gov

INSTRUCTIONS FOR TELECOMMUNICATIONS SERVICE PRIORITY (TSP)
SYSTEM TSP REQUEST FOR SERVICE USERS

Complete this form to request Telecommunication Service Priority provisioning or restoration for your organization's critical circuits.

For Non-Federal Service Request, complete Items 1-11 and send to your Federal Sponsor for final submission.

Item 1: Action Requested: Enter the code for the type of action being requested.

Item 2: Date Service Required: Enter the date required for the service.

Item 3: Service User Service ID: Enter the unique identifier associated with the circuit.

Item 4: TSP Authorization Code: Complete if requesting Changing or Revoking Service. Enter previous TSP Authorization Code issued.

Item 5: Service Profile: List the category codes for all profile elements that describe the level of support for the service. See category codes and criteria in the supplement instructions section.

Item 6: Restoration Priority Information: Complete only if requesting restoration services. See category codes and criteria in the supplemental instructions section.

Item 7: Provisioning Priority Information: Complete only if requesting provisioning priority. See category codes and criteria in the supplemental instructions section.

Item 8: Supplemental Information: Provide circuit specifications (if requesting provisioning priority), provide a justification for the requested priority level or change in priority level.

Item 9: Service User: Enter the code that best classifies your organization.

Item 10: Service User Organization: Enter your organization's name. For Federal Agencies, enter your FIPS code.

Item 11: Service User Point-of-Contact: Enter your organization's information and name and contact information for a point of contact within your organization.

Item 12: Sponsorship Information for Non-Federal Service: Enter your Agency Name, the individual Sponsor's name and contact information, and Agency recommendation. **Item 12 to be completed by a Federal Agency only.**

SUPPLEMENTAL INSTRUCTIONS

Category Codes and Criteria for Service Profile (Item 5 codes):

SERVICE PROFILE ELEMENTS INFORMATION

For **RESTORATION** only: Use the information below to identify the elements that apply to your service, and enter the symbols (e.g., A1) in Item 5.

[A1] On-site, on-call, or contractual maintenance support of CPE is consistent with restoration response expected of vendor

[A2] Spare CPE is available to backup primary equipment

[B1] On-site, on-call, or contractual maintenance support of CPW is consistent with restoration response expected of vendor

[C1] User facility operates 24 hours/day or is in hot-standby status

[D1] Capability is available 24 hours/day to isolate problems or test service

[D2] Alarms are installed that automatically signal service loss and alert personnel

[E1] Requested service will undergo periodic testing to determine quality and reliability

[F1] Requested service is the primary or most important service between service points

[F2] Service provides route diversity for another TSP service

[G1] User will provide site access 24 hours/day

[G2] User will provide site access at a prearranged time

[G3] User will provide site access by the next business day.

For **PROVISIONING** only: Use the information below to identify the elements that apply to your service, and enter the symbols (e.g., A3) in Item 5.

[A3] CPE available by the service requirement date

[B2] CPW available by the service requirement date

[C1] User facility operates 24 hours/day or is in hot-standby status

[D1] Capability available 24 hours/day to isolate problems/test service

[D2] Alarms installed to automatically signal service loss and alert personnel

[F1] A telecommunications path exists between service points providing most important service between points

[F2] Service provides route diversity for another TSP service

[G1] Ability to provide facility/site/access 24 hours/day

[G2] Ability to provide facility/site/access at a prearranged time

[G3] Ability to provide facility/site/access by the next business day

ESSENTIAL SERVICE CRITERIA for Categories A thru D and EMERGENCY SERVICE CRITERIA for Category E

Category Codes and Criteria for Restoration and Provisioning Priority (Item 6 and Item 7 codes):

Category A: National Security Leadership (Restoration/Provisioning Levels 1-5):

[1]   Critical orderwire or control service supporting other NS/EP functions

[2]   Presidential communications service critical to continuity of government and national leadership during crisis situations

[3]   National Command Authority communications service for military command and control critical to national survival

[4]   Intelligence communications critical to warning of potential catastrophic attack

[5]   Communications service supporting the conduct of diplomatic negotiations critical to arresting or limiting hostilities.

Category B: National Security Posture & U.S. Population Attack Warning (Levels 2-5):

[1]   Threat assessment and attack warning

[2]   Conduct of diplomacy

[3]   Collection. processing, and dissemination of intelligence

[4]   Command and control of military forces

[5]   Military mobilization

[6]   Continuity of Federal Government before, during, and after crisis situations

[7]   Continuity of State and local government functions supporting the Federal Government during and after national emergencies

[8]   Recovery of critical national functions after crisis situations

[9]   National space operations.

Category C: Public Health, Safety & Maintenance of Law & Order (Levels 3-5):

[0]   Transportation to accomplish the following NS/EP functions:

[1]   Population warning (other than attack warning)

[2]   Law Enforcement

[3]   Continuity of critical State and local government functions (other than support of the Federal Government during and after national emergencies)

[4]   Hospitals and distribution of medical services

[5]   Critical logistic functions and public utility services

[6]   Civil air traffic control

[7]   Military assistance to civil authorities

[8]   Defense and protection of critical industrial facilities

[9]   Critical weather services.

Category D: Public Welfare & Maintenance of the National Economic Posture (Levels 4-5):

[1] Distribution of food and other essential supplies

[2] Maintenance of national monetary, credit, and financial systems

[3] Maintenance of price, wage, rent, and salary stabilization, and consumer rationing programs

[4] Control of production and distribution of strategic materials and energy supplies

[5] Prevention and control of environmental hazards or damage

[6] Transportation to accomplish the foregoing NS/EP functions.

Category E: Emergency Criteria (EMERGENCY PROVISIONING ONLY - Level E):

[1] Federal Government activity responding to a Presidentially declared disaster or emergency as defined in the Disaster Relief Act (42 U.SC. Section 5122)

[2] State or local government activity responding to a Presidentially declared disaster or emergency

[3] Response to a state of crises declared by the National Command Authorities (e.g., exercise of Presidential War Emergency Powers under Section 706 of the Communications Act, supra)

[4] Efforts to protect endangered U.S. personnel or property

[5] Response to an enemy or terrorist action, civil disturbance, natural disaster, or any unpredictable occurrence that has damaged facilities whose uninterrupted operations are critical to NS/EP or the management of other ongoing crises.

[6] Certification by the head or director of a Federal agency, commander of a unified/specified command, chief of a military service, or commander of a major military command, that the telecommunications service is so critical to the protection of life and property or to NS/EP, that is must be provided immediately

[7] A request from an official authorized pursuant to the Foreign Intelligence Surveillance Act (50 U.S.C. Section 1801 et. seq. and 18 U S.C. Sections 2511, 2518, 2519).