

# MEMORANDUM OF UNDERSTANDING

## FOR

### SMART MIRROR

#### 1. Purpose

The purpose of this Memorandum of Understanding (MOU) is to serve as a written understanding between Federal Communications Commission and the LSN Company. This MOU documents the responsibilities of the principal organizations involved in the deployment of Smart Mirror.

#### 2. Objectives, Scope, and Major Activities

- ❑ **Objective:** The objective of Smart Mirror is to provide integrated automation of the weather, date, time, news, scholastic timetable. Smart Mirror will provide for “location” information to be made accessible to list groups within the FCC/other agencies who will access data.
- ❑ **Scope:** The scope of Smart Mirror is to support provide brief statement of data being managed under this system. Smart Mirror will provide support by integrating list any integration factors being considered by FCC. Smart Mirror establishes the means and a standard for integrating existing, developing, and future systems. Smart Mirror will provide seamless, integrated, automated information addressing all functional areas.
- ❑ **Major Activities:** The major activities of this system will be to manage Smart Mirror in accordance with Federal Agency offering services requirements, FCC Computer Security Program Directive, FCC Instruction 1479.2 and other relevant FCC guidance. The FCC system custodian will ensure that the system, designing and engineering concept, architectural and interface baselines and interoperability at all levels is consistent with FCC policies, including the System Development Life Cycle (SDLC) and change management processes.

#### 3. Responsibilities

##### ❑ Federal Communications Commission (FCC), Smart Mirror

As the principal FCC representative for the Smart Mirror functional area, the Smart Mirror is the proponent for the Smart Mirror and is ultimately responsible for review and validation of the system documentation and proposed system modifications. In addition, the Smart Mirror will:

1. Seek support for, program for, budget, and provide the funding necessary for successful integration of the system, including all necessary information assurance, data and computer security requirements;
2. Ensure that appropriate ITC program managers and the Customer Service Representative are kept apprised of any planned or proposed system modifications so that adequate time for consideration can be offered to the system;
3. Ensure that required strategic functional plan for Smart Mirror are developed;
4. Provide all required information pertaining to the system, its characteristics and configuration to allow FCC personnel to classify the system as required by OMB Circular A-130, Appendix III and other Federal mandates;
5. Ensure compliance with all applicable Federal mandates with regard to computer-based system usage; and
6. Sign this agreement and act in the best interest of the FCC to ensure continued availability and integrity of Smart Mirror and associated data.

##### ❑ MOU

The MOU, LSN will provide all necessary computer based services to the FCC, Smart Mirror to ensure successfully deployment of Smart Mirror. In addition the MOU will:

1. Provide strategic guidance and oversight to FCC, Smart Mirror on the secure and adequate implementation of Smart Mirror ;
2. Ensure that baseline agreements on system availability, reliability and accessibility are met or otherwise highlighted and discussed with the FCC, Smart Mirror;
3. Define/redefine requirements and push solutions/capabilities to the FCC as quickly as possible;
4. Ensure system alternatives and solutions will be supportable and usable by FCC users;
5. Perform the systems engineering, test, configuration management, and total integration effort in concert with FCC points of contact. Define the system architecture, interfaces and develop support concepts for the FCC system;
6. Work with the other signatories of this MOU to ensure total program involvement and understanding is reached and to ensure the program is executed in a successful manner and the goals are met;
7. Exercise the functional responsibility for the management of Smart Mirror , reporting to the FCC point of contact on all issues concerning integration of processes and data in the system; and
8. Monitor execution of the services provided by Smart Mirror, including the infrastructure efforts required ensuring continued availability.

#### **4. Services**

All services provided under this MOU shall be highlighted in this section, including but not limited to:

- Description of the information system architecture;
- Description of communication links;
- Description of system specific algorithms to be implemented;
- Advanced notification of any planned system modifications, including client modifications;
- Testing that will be done internally at both ends of the interface;
- Support and resource required by both the FCC and the management agency;
- System availability schedule;
- System reliability plans;
- System security;
- Data/system backed-up schedule;
- Contingency and Disaster Recovery plans will adequately document system/data recovery efforts;
- System security plan, if applicable;
- Systems risk analysis, computer security certification and accreditation, and security test and evaluation overview, if applicable.

#### **5. Duration and Amendments of the MOU**

This MOU will be reviewed annually from the date signed. The FCC System Program Manager will be responsible for this review.

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## **AGREEMENT/SIGNATURE PAGE**

By signing this page, all parties agree to ensure compliance with applicable Federal and respective agency policies, mandates and instructions that will ensure the continued availability, confidentiality and integrity of information being process by or through this system.

### **Federal Communications Commission**

**Project Manager** Printed Name: Leonardo Corrizzato Date: 19/12/2019

Signature: Leonardo Corrizzato

Telephone Number: 3457628645 E-Mail Address: leonardocorrizzato@yahoo.it

**Customer Service Representative** Printed Name: Diego Salzani Date: 19/12/2019

Signature: Diego Salzani

Telephone Number: 37866483765 E-Mail Address: diegosalzani@gmail.com

**Computer Security Officer** Printed Name: Nabil Chafiki Date: 19/12/2019

Signature: Nabil Chafiki

Telephone Number: 3727465537892 E-Mail Address: nabil00@icloud.com

### **MOU**

**Project Manager** Printed Name: Leonardo Corrizzato Date: 19/12/2019

Signature: Leonardo Corrizzato

Telephone Number: 3457628645 E-Mail Address: leonardocorrizzato@yahoo.it