

**OSLDPS Information Bulletin**  
**No. 01-026 January 12, 2001**

TO: All State Administrative Agency Heads  
All State Administrative Agency Points of Contact

FROM: C.H. "Butch" Straub, II  
Director

SUBJECT: Advisory for Users of the On-Line Data Collection Tool

As usage of the Office for State and Local Domestic Preparedness Support (OSLDPS) On-Line Data Collection Tool continues to increase, several common problem areas have emerged. These were detailed in a previous advisory (Information Bulletin No. 00-23). This information bulletin is intended to address an additional issue that has recently come to our attention, as well as make users aware of a recent modification to the Tool.

First, some users are confusing the **Practice Module** with the **State-Level Data Entry Module** and **Local Jurisdiction Data Entry Module**. The Practice Module is only intended as a tool to familiarize users with the system, and **will not** save data. Several warnings to this effect are posted to alert users of this when they enter the Practice Module, and these are being further enhanced. To avoid further problems, please also advise users of the On-Line Data Collection Tool in your state to carefully verify which module they have selected before they attempt to enter and save actual data for their threat, vulnerability, risk and capabilities/needs assessments.

In addition, the Tool was recently modified to include the option for jurisdictions to report a **Tier Level 0** capability. Many of you have indicated to us that jurisdictions in your state have no weapons of mass destruction (WMD) response capability in some response disciplines. The Tier Level 0 option has been incorporated to enhance the ability of these jurisdictions to more accurately report this fact in their capabilities and needs assessments.

I hope this information is helpful. If you have additional questions on these issues, please feel free to contact your OSLDPS grant program manager.