

EMERGENCY ALERT SYSTEM (EAS)

PROCEDURES FOR

TEXAS EAS DISTRICT NUMBER 5 (ABILENE REGION)

INCLUDES THE FOLLOWING COUNTIES:

Taylor	Callahan	Fisher
Shackelford	Nolan	Jones
Eastland	Brown	Coke
Coleman	Runnels	Stonewall
Stephens	Throckmorton	Haskell

I. INTRODUCTION

- A. This plan was prepared by the Abilene EAS Region Emergency Communications Committee and the broadcast and cable media. It is used to disseminate emergency information and warning to the general public in the Abilene EAS Region or any portion thereof within the broadcast coverage and cable system service areas at the request of designated local, State and Federal officials. This Abilene EAS Region plan may be activated on a day-to-day basis in response to emergencies such as: power outages, tornadoes, floods, civil disorders, toxic leaks or any occurrence which poses a danger to life or property.
- B. Acceptance of/or participation in this plan shall not be deemed as a relinquishment of program control, and shall not be deemed exercising independent discretion and responsibility in any given situation. Broadcast stations and cable systems originating emergency communications shall be deemed to have conferred rebroadcast authority. The concept of management of each broadcast station and cable system to information and instructions to the general public is provided by the FCC Rules and the Texas State Emergency Alert System Plan.

II. AUTHORITY

- A. Title 47 U.S.C. 151, 154 (i) & (o), 303 O, 524(g) & 606; and 47 C.F.R. Part 1 1, FCC Rules & Regulations, Emergency Alert System.
- B. Texas Emergency Alert System Plan, November 15, 1996

III. KEY EAS SOURCES

- A. LP's One & Two: One – KEAN / Two - KEYJ
Location: Abilene, TX
Contact: Rudy Fernandez/Keith Hayes
Telephone: (325) 725-0849/(325) 370-2441

EAS Monitoring Assignments:	NOAA-San Angelo
Contact:	Buddy McIntyre/Hector Guerrero
Telephone:	(800) 450-8796 / (325) 944-3030
Hours of Operation:	24 Hours

IV. AUTHENTICATION (See ANNEX B)

- A. Code Words - See Annex A for use of code words. The Code Word will be used by the designated official of a city or county when requesting Abilene EAS Region activation.
- B. Return Phone Calls - The Local Primary stations or other broadcasters receiving a call directly from a designated official for EAS activation may return the phone call to appropriate number (listed in Annex A) for verification.
- C. National Weather Service (NWS) warnings received via NOAA Weather Radio, NOAA Weather Wire or AP, Reuters and UPI wire do not need authentication.

V. IMPLEMENTATION

- A. Procedures for Designated Officials
 - 1. Request activation of EAS through the National Weather Service Office in San Angelo or KEAN. Contact by phone or by fax or other previously arranged alternative method. Only officials listed on activation lists as explained in Annex A are authorized to request activation of EAS. Note: When "severe weather" warnings are issued by the NWS, KEAN will be monitoring NWS. Do not request EAS activation for severe weather warnings through the LP's unless your community is under imminent threat and the NWS has not broadcast the warning. **Requests for weather warning EAS activation, by local officials, should be made directly to the NWS San Angelo Office.**
 - 2. Designated officials use the following format when contacting the key EAS source: "This is (Name/Title) of (Organization). I request that the Emergency Alert System be activated for the Abilene Region because of (Description of emergency)." Use Authentication as noted in paragraph IV above.
 - 3. Upon authentication, designated officials and EAS source personnel determine transmission details (i.e., live or recorded, immediate or delayed). Officials should provide emergency program material including a description of the emergency, actions being taken by local government, and instructions to the public. EAS message originators shall limit their messages to two minutes, maximum recording time of EAS equipment.

4. Keep line of communication open if necessary. Additional and clarifying information should be included in public information messages which are aired following the initial EAS message through other than EAS activation. EAS messages should be succinct.
5. For a unique emergency not involving the entire EAS Local Area, Authorities may request EAS activation through the cable system and broadcast station serving only the affected area.
6. All counties and cities in the Abilene Region are encouraged to develop an EAS relationship with all broadcasters within their county or city. Each jurisdiction may request EAS activation from only those broadcasters directly serving your community. You may acquire an EAS encoder/decoder to relay your emergency message by phone or by radio to your local stations. You may develop guidelines that are less stringent than paragraph V.B. below. For Abilene Region EAS activations follow the guidelines in V.B.

B. Guidelines for Local EAS Activation

1. The Abilene Region EAS Plan will work if our LP's and broadcasters have the utmost confidence in all officials who may request local EAS activation. To maintain the highest confidence of our broadcast community, follow these guidelines.
 - a. Severity - will aid in reducing loss of life or reducing substantial property damage.
 - b. Timing - requires immediate public knowledge to avoid adverse impact.
 - c. Other means of disseminating information are inadequate to ensure rapid delivery.
2. Remember, you may ask for Abilene EAS Region activation even if the major emergency is occurring only within your jurisdictional boundaries if the threat is imminent and will impact a significant area within your jurisdiction. A rule of thumb, if you can reach all areas, that will or may be impacted by the threat, with public safety vehicles using sirens and loud speakers within 15 minutes or before the hazard arrives, whichever comes first, then do not request Abilene Region EAS activation.
3. A WORD OF CAUTION: Emergency Management Agencies have acquired a valuable new tool in gaining access to all area Broadcasters and cable operators via the EAS. However, if not used prudently, you put yourself in danger of losing this tool. Broadcasters and

cable operators are expecting the EAS to be used only for life threatening emergencies. Keep in mind two things.

- a. Some broadcasters and cable operators may have their EAS Decoders set to the Automatic Mode. There is no one there to screen your message and decide if it should be aired. They are depending on you to only send an EAS Alert for a very serious emergency. The first time you trigger the system for a frivolous event, you will lose the confidence of your area broadcasters and cable operators.
- b. Broadcasters and cable operators decide to participate in the local-level EAS on a voluntary basis. No one can force them to carry your EAS Alerts. Plans will need to be worked out with cooperating broadcast stations and cable operators to secure their agreement to program their equipment to automatically or on a delayed basis interrupt programming with local emergency messages.

C. Procedures for Broadcast and Cable System Personnel

1. Upon receipt of a request to activate Abilene Region EAS from appropriate authority (verify authenticity via method described in IV above), the LP's may proceed as follows:
 - a. Broadcast the following announcement: "WE INTERRUPT THIS PROGRAM BECAUSE OF A LOCAL EMERGENCY. IMPORTANT INFORMATION WILL FOLLOW."
 - b. Transmit the EAS header codes and Attention Signal.
 - c. Transmit the following announcement and material:
"WE INTERRUPT THIS PROGRAM TO ACTIVATE THE EMERGENCY ALERT SYSTEM FOR THE ABILENE REGION BECAUSE OF A LOCAL EMERGENCY. IMPORTANT INSTRUCTIONS WILL FOLLOW."
*** Follow with emergency program ***
 - d. To terminate the EAS message (immediately or later), make the following announcement:

"THIS CONCLUDES EAS PROGRAMMING. ALL BROADCAST STATIONS AND CABLE SYSTEMS MAY NOW RESUME NORMAL OPERATIONS."
 - e. Transmit the EAS End Of Messages (EOM) code. **Important Note: For State and local emergencies, broadcasters and cable operators have the option of transmitting only the EAS header**

and EOM codes without the Attention Signal and emergency message. This is acceptable so that EAS coded messages can be quickly relayed though areas unaffected by the emergency.

2. All other broadcast stations and cable systems are monitoring key sources via EAS equipment and will be alerted by the header codes and attention signal. Each station and cable system upon receipt of the signal will, at the discretion of management, perform the same procedures as in step 1 above by transmitting the emergency message from the LP. Broadcast stations and cable systems using automatic interrupt of programming should receive the EOM codes before retransmitting State or local level EAS messages. This will prevent downstream locations from missing parts of the EAS message.
3. Upon completion of the above transmission procedures, resume normal programming. Appropriate notations should be made in the station and cable system records. A very brief summary may be sent to the FCC for information purposes only.
4. Cable systems shall be responsible, on a date to be specified by the Federal Communications Commission, for inserting emergency messages as video crawls into the programming offered to their subscribers except for the channels retransmitting signals of local broadcast stations that meet the following requirements:
 - a. Originate local news programs at the studio facility.
 - b. Have weather equipment at the studio facility to support the stations' weather department to determine severe local weather conditions.
 - c. Have the ability to run video crawls over network or local programming to advise the public of weather conditions or other public emergencies.
 - d. The stations' master control center is manned at all times when the station is on the air.
 - e. The station general manager will certify the above conditions to the individual cable system that re-transmits their signal to exempt the station from cable system equipment placing video crawls over the broadcast station's programs.

B. Procedures for the National Weather Service. San Angelo Office

1. All EAS activation weather related emergency messages issued by the NWS (Annex C) will be broadcast on NOAA Weather Radio All-Hazards (NWR) following NWS procedures.
2. All requests from local civil authorities for EAS activation for non-weather related Emergency Messages (listed in Annex C and defined in Annex D) will be broadcast on NOAA Weather Radio All-Hazards (NWR) following NWS procedures.
3. All requests for EAS activation, non-weather related Emergency Messages or Warnings, if criteria is met, will be broadcast to all counties in the Abilene EAS Region as follows:
 - a. NWR primary coverage area. Use NWR SAME code and 1050-Hz tone alert.
 - b. All other counties in the Abilene EAS Region – provide NWR SAME code and broadcast only once--but not provide the 1050-Hz alert.

VI. TESTS

Abilene Department of Emergency Management Staff will request a test of the Local EAS plan on a quarterly basis for the Abilene/ Taylor County Region. KEAN Radio and the LP2 KEYJ will be contacted for the Abilene Region EAS test on alternating quarters. KEAN-FM will be contacted for the test on the last Friday of January and July. KEAN-FM will be contacted on the last Friday of April and October. All other jurisdictions may test with stations in or near their jurisdiction as determined by a mutual arrangement. These jurisdictions may call the National Weather Service office or KEAN to simulate a call to insure they have the proper number. If a simulation call is made also test the passwords.

VII. ANNEXES

ANNEX A: Code Word Procedures.

ANNEX B: Approvals

ANNEX C: List of EAS codes transmitted by key EAS sources.

ANNEX D: Definitions for non-weather related emergency messages

ANNEX E: List of broadcast stations and cable systems.

ANNEX A

County Judges, Mayors, and Emergency Managers in the 14 county EAS District 5 can request Abilene Region EAS activations. Designated officials must send a letter to the Abilene Emergency Management Coordinator, P.O. Box 60, Abilene, TX 79604 with the following information:

- Jurisdiction
- Name of Authorized Individual
- Individuals last four digits of Social Security Number
- Desired Code Word

The Abilene Emergency Management Office will provide current information to the National Weather Service and KEAN Radio. A copy of the updated information will be returned to the sender as notification of action completed.

When requesting activation the designated official will state which jurisdiction he/she represents, name, last four digits of social security number, and code word. The NWS or Radio station rep will authenticate information and continue with request.

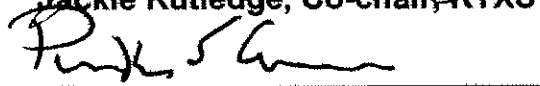
If an individual calls and states they are the Mayor, County Judge, or Emergency Manager and they are not on the authorization, it will be up to the handler of the call to determine whether to accept the activation or not.

ANNEX B

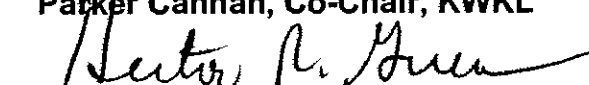
This Abilene EAS Region plan was developed and approved by the Abilene EAS Region Emergency Communications Committee as signed below. A meeting was held on January 10, 2006 to receive input and comment on a draft plan. All broadcasters and Emergency Management Officials in the region were sent a draft plan and invited to attend. The draft plan was approved by all attendees of this meeting. Committee membership was also approved.


 Jackie Rutledge, Co-chair, KTXS

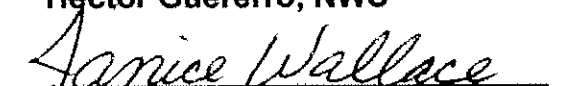
7-14-06
 Date


 Parker Cannan, Co-Chair, KWKL

7-18-06
 Date


 Hector Guererro, NWS

7-28-06
 Date


 Janice Wallace, Suddenlink Com.

7-13-06
 Date

ANNEX C

EAS CODES TRANSMITTED BY KEY EAS SOURCES

<u>ORG-ORIGINATOR CODES</u>	<u>EEE-EVENT NATURE OF ACTIVATION</u>	<u>EVENT CODES</u>
EAN=Emergency Action Notification Network	Emergency Action Notification (National)	EAN
	Emergency Action Termination (National)	EAT
	National Information Center	NIC
	National Periodic Test	NPT
	Required Monthly Test	RMT
	Required Weekly Test	RWT
WXR=National Weather Service	Blizzard Warning	BZW
	Dust Storm Warning	DSW
	Flash Flood Watch	FFA
	Flash Flood Warning	FFW
	Flash Flood Statement	FFS
	Flood Watch	FLA
	Flood Warning	FLW
	Flood Statement	FLS
	High Wind Watch	HWA
	High Wind Warning	HWW
	Hurricane Watch	HUA
	Hurricane Warning	HUW
	Hurricane Statement	HLS
	Severe Thunderstorm Watch	SVA
	Severe Thunderstorm Warning	SVR
	Severe Weather Statement	SVS
	Special Weather Statement	SPS
	Tornado Watch	TOA
	Tornado Warning	TOR
	Tropical Storm Watch	TRA
	Tropical Storm Warning	TRW
	Winter Storm Watch	WSA
	Winter Storm Warning	WSW
CIV=Civil Authorities	Administrative Message	ADR
	Child Abduction Emergency	CAE
	Civil Danger Warning	CDW
	Civil Emergency Message	CEM
	Evacuation Immediate	EVI
	Fire Warning	FRW
	Hazardous Materials Warning	HMW
	Law Enforcement Warning	LEW
	Local Area Emergency	LAE
	911 Telephone Outage Emergency	TOE
	Nuclear Power Plant Warning	NUW
	Practice/Demo Warning	DMO
	Radiological Hazard Warning	RHW
	Shelter in Place Warning	SPW
EAS=Broadcast Station or a Cable System	State EAS Statement	STS
	State Priority Activation	STA

ANNEX D

DEFINITIONS FOR NON-WEATHER RELATED EMERGENCY MESSAGES

Administrative Message (ADR). A non-emergency message that provides updated information about an event in progress, an event that has expired or concluded early, pre-event preparation or mitigation activities, post-event recovery operations, or other administrative matters pertaining to the Emergency Alert System.

Child Abduction Emergency (CAE). An emergency message, based on established criteria, about a missing child believed to be abducted. A local or state law enforcement agency investigating the abduction will describe the missing child, provide a description of the suspect or vehicle, and ask the public to notify the requesting agency if they have any information on the whereabouts of the child or suspect.

Civil Danger Warning (CDW). A warning of an event that presents a danger to a significant civilian population. The CDW, which usually warns of a specific hazard and gives specific protective action, has a higher priority than the Local Area Emergency (LAE). Examples include contaminated water supply and imminent or in-progress military or terrorist attack. Public protective actions could include evacuation, shelter in place, or other actions (such as boiling contaminated water or seeking medical treatment).

Civil Emergency Message (CEM). An emergency message regarding an in-progress or imminent significant threat(s) to public safety and/or property. The CEM is a higher priority message than the Local Area Emergency (LAE), but the hazard is less specific than the Civil Danger Warning (CDW). For example the CEM could be used to describe a change in the Homeland Security Alert System level in response to a terrorist threat.

Evacuation Immediate (EVI). A warning where immediate evacuation is recommended or ordered according to state law or local ordinance. As an example, authorized officials may recommend the evacuation of affected areas due to an approaching tropical cyclone. In the event a flammable or explosive gas is released, authorized officials may recommend evacuation of designated areas where casualties or property damage from a vapor cloud explosion or fire may occur.

Fire Warning (FRW). A warning of a spreading wildfire or structural fire that threatens a populated area. Evacuation of areas in the fire's path may be recommended by authorized officials according to state law or local ordinance.

Hazardous Materials Warning (HMW). A warning of the release of a non-radioactive hazardous material (such as a flammable gas, toxic chemical, or biological agent) that may recommend evacuation (for an explosion, fire or oil spill hazard) or shelter in place (for a toxic fume hazard).

Law Enforcement Warning (LEW). A warning of a bomb explosion, riot, or other criminal event (e.g. a jailbreak). An authorized law enforcement agency may blockade roads, waterways, or facilities, evacuate or deny access to affected areas, and arrest violators or suspicious persons.

Local Area Emergency (LAE). An emergency message that defines an event that by itself does not pose a significant threat to public safety and/or property. However, the event could escalate, contribute to other more serious events, or disrupt critical public safety services. Instructions, other than public protective actions, may be provided by authorized officials. Examples include: a disruption in water, electric or natural gas service, road closures due to excessive snowfall, or a potential terrorist threat where the public is asked to remain alert.

911 Telephone Outage Emergency (TOE). An emergency message that defines a local or state 911 telephone network outage by geographic area or telephone exchange. Authorized officials may provide alternative phone numbers in which to reach 911 or dispatch personnel.

Nuclear Power Plant Warning (NUW). A warning of an event at a nuclear power plant classified such as a Site Area Emergency or General Emergency as classified by the Nuclear Regulatory Commission (NRC). A Site Area Emergency is confined to the plant site; no off-site impact is expected. Typically, a General Emergency is confined to an area less than a 10-mile radius around the plant. Authorized officials may recommend evacuation or medical treatment of exposed persons in nearby areas.

Radiological Hazard Warning (RHW). A warning of the loss, discovery, or release of a radiological hazard. Examples include: the theft of a radioactive isotope used for medical, seismic, or other purposes; the discovery of radioactive materials; a transportation (aircraft, truck or rail, etc.) accident which may involve nuclear weapons, nuclear fuel, or radioactive wastes. Authorized officials may recommend protective actions to be taken if a radioactive hazard is discovered.

Shelter in Place Warning (SPW). A warning of an event where the public is recommended to shelter in place (go inside, close doors and windows, turn off air conditioning or heating systems, and turn on the radio or TV for more information). An example is the release of hazardous materials where toxic fumes or radioactivity may affect designated areas.

ANNEX E

The following Broadcast Stations and Cable Systems are located in the Abilene EAS Region:

Radio Stations:

- **KEAN, KEYJ, KULL, KFGL, KSLI, KYW, KCDD, KHXS, KBCY, KORQ, KHYS, KKHR, KWKC, KNCE, KFQX, KZQQ, KVRP, KXOX**

Television Stations:

- **KTXS, KRBC, KTAB, KXVA**

Cable Services:

- **Suddenlink**

Regional AMBER Alert Plan

Participating Counties: Brown, Callahan, Coleman, Coke, Concho, Eastland, Fisher, Irion, Jones, Mitchell, Nolan, Runnels, Scurry, Shackelford, Stephens, Sterling, Taylor, Tom Green

Mission Statement:

- 1) To coordinate the issuance of an AMBER Alert in the event of a critically missing child.
- 2) To provide consistency within the AMBER Alert program.
- 3) To provide an organized, uniform plan for the issuing of an AMBER Alert.
- 4) To prevent the issuing of an improper, ambiguous, or false AMBER Alert.

Types of Alerts:

Level 1 Alert: Law Enforcement Only – A Level 1 Alert is to be broadcast over the Law Enforcement Radio and via Teletype only.

Level 2 Alert: Law Enforcement plus Media Dissemination – A Level 2 Alert is to be broadcast over the Law Enforcement Radio, via Teletype, and to media outlets.

Level 3 Alert: AMBER Alert – A Level 3 Alert is a full scale AMBER Alert, and will include Level 1 & 2 broadcasts, as well trigger the Emergency Activation System (EAS).

Alert Issuing Procedure:

Level 1 & 2 Alerts: The issuing of a Level 1 or 2 Alert by a Law Enforcement agency will be governed by their individual agency's policies and guidelines.

Level 3 Alerts: The issuing of a full scale, Level 3 AMBER Alert must go through the regional coordinator. The handling Law Enforcement agency will first notify the Regional Coordinator, who will in turn notify all appropriate and relevant personnel, to include the EAS Coordinator, the Texas Department of Transportation, and the Office of Emergency Management, Austin, TX.

Regional Coordinators:

Lee Reed
Abilene Police Department
Cell 325 669 6613
Cell 571-220-5938
lreed@ncmec.org

Donnie Edwards
Taylor County Sheriff's Office
Cell 325 668 2490
Office 325 674 1300
edwardsd@taylorcountytexas.org

AMBER Alert Requirements:

- 1) The child is 17 years of age or younger at the time they went missing.
- 2) The local law enforcement agency has reason to believe that the child has been abducted - unwillingly taken from their normal environment without permission from the child's parent or legal guardian - by an individual who commits an act of murder or attempted murder during the time of the abduction.
- 3) The local law enforcement agency has reason to believe that the missing child is in immediate danger of serious bodily harm or death.
- 4) The local law enforcement agency confirms that an investigation has taken place that verifies the child has been abducted, and has eliminated reasonable alternative explanations for why the child may be missing.
- 5) Sufficient information is available that dissemination of said information to the public could assist in locating the child, suspect, and/or vehicle used in the abduction.

**ALL QUESTIONS MUST BE ANSWERED YES
BEFORE A FULL SCALE, LEVEL 3 AMBER ALERT CAN BE ISSUED**

Only the Commander of the Youth Division or the Police Chief and Deputy Chief's can authorize an Amber Alert.

Note to County Sheriffs:

Each sheriff in the above listed participating counties will be responsible for distribution of this information to all Law Enforcement agencies in his or her county.