



The Denver Regional [Emergency Managers Weather Information Network](#) (EMWIN-DR) was established in 2002 through a partnership with the National Weather Service and grant funding from the [Colorado NCR](#).

Emergency Alert System (EAS) Messaging Form

Emergency Managers Weather Information Network

Denver Regional Public Notification Request Procedure for Civil Emergencies

Through a partnership with the North Central All-Hazards Region (NCR), the National Weather Service (NWS), and the Urban Drainage and Flood Control District (UDFCD) d/b/a Mile High Flood District (MHFD); emergency managers have a convenient way to request activation of the Emergency Alert System (EAS). This capability is a supplemental feature of the Denver Regional Emergency Managers Weather Information Network (EMWIN-DR).

IMPORTANT: *This procedure is not intended to replace FEMA's Integrated Public Alert & Warning System ([IPAWS](#)), but it can serve as a backup procedure for activating the [EAS](#). Note that this procedure will not activate Wireless Emergency Alerts ([WEA](#)).*

Why is this system being made available?

For some, activation of the EAS is a cumbersome and foreign process. The NWS has the knowledge, familiarity, and infrastructure already in place to activate the EAS and has partnered with local emergency managers and MHFD to provide a user-friendly mechanism for local officials to use EAS for civil emergency messages.

Does this replace existing EAS activation procedures?

NO! This system is not meant to replace any existing procedures that local communities have for EAS activation, but rather to provide an additional mechanism, via the Internet and NWS, to notify the public concerning a civil emergency through the EAS.

Is there guidance as to when EAS can be utilized by local officials?

Guidance from the Colorado [EAS State Plan](#) (April, 2002) states the following:

“Broadcasters and cable operators are expecting the EAS to be used only for **life-threatening** emergencies.” ... “Some broadcasters and cable operators have their EAS decoders set on automatic mode. No personnel are monitoring your message and deciding if it should be aired, it goes out immediately upon reception. They are depending on you to only send an EAS alert for a life-threatening emergency.”

Who has access to this system?

The system is intended for local emergency management organizations (city-county) within the 22-county area served by the NWS Denver/Boulder Forecast Office. These counties include:

Adams	Elbert	Logan
Arapahoe	Gilpin	Morgan
Boulder	Grand	Park
Broomfield	Jackson	Phillips
Clear Creek	Jefferson	Sedgwick
Denver	Larimer	Summit
Douglas	Lincoln	Washington
		Weld

How do emergency communications personnel access the system?

1. Obtain user name/password from:

Greg Hanson
National Weather Service
gregory.hanson@noaa.gov
c: 802.578.3571
o: 303.494.3210 x726 alt: 303.494.4479
or

Kevin Stewart
Mile High Flood District
kstewart@mhfd.org
c: 720.560.3980
o: 303.749.5417

2. Login at <http://eas.udfcd-lists.org>

*** Obtain user name/password information ahead of time, do not wait until an incident to contact Greg or Kevin for the login information.*

What type of formatting and event codes are required for the EAS message?

The user simply enters the body of the EAS message. By using the NWS to activate the EAS, the correct formatting and message codes are automatically initiated.

What should go into the body of the EAS message?

The body of the message (step 5) should be drafted so that the length of the audio message does not exceed 90 seconds. The total message must not exceed 2 minutes as it will be broadcast on NOAA Weather Radio. Developing cut & paste EAS message text templates is encouraged. Ask NWS to review your draft templates. This will save time when used during an emergency.

In general, the body of your EAS message should include:

- Threat information:
 - Type of event & associated threats
 - Impacted area(s)
 - Timing & duration of event
- Instructions to the public
 - Protection actions
 - Further information

IMPORTANT: *NWS can help by offering appropriate wording as you prepare your emergency alert message. This can save time. Consider calling **303.494.4479** before you begin drafting your text.*

Will the local jurisdiction be charged for this service?

No. There is no cost associated with initiating an EAS message.

Is this system available 24 hours a day?

Yes, the NWS will respond to your request within a few minutes, 24-7.

If, you do not hear back from the NWS within 5 minutes, call the NWS at **800.287.2498 or 303.494.4479**

EAS Activation Request Procedure

- 1) Login to <http://eas.udfcd-lists.org/>
- 2) Enter EMWIN-EAS user name and password

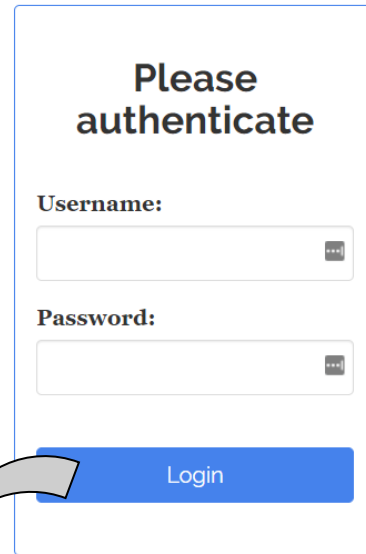
For user name and password information, please contact:

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Mile High Flood District
kstewart@mhfd.org
c: 720.560.3980
o: 303.749.5417

****Contact Greg or Kevin before an incident for login information.**



Please authenticate

Username:

Password:

Login

- 3) Fill in:

- Your name
- Your agency
- Call-back number

- 4) Select your County

- 5) Enter EAS message:

- NWS can assist with this by calling **303.494.4479**
- Threat information:
 - Type of event & associated threats
 - Impacted area(s)
 - Timing & duration of event
- Instructions to the public
 - Protective actions
 - Further information

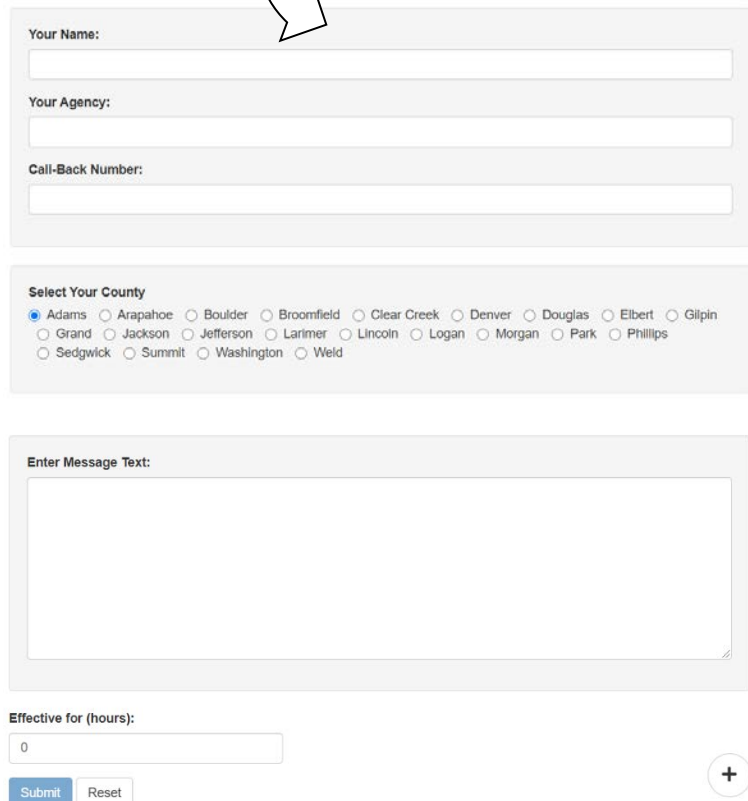
- 6) Select time frame the threat is expected to remain effective

- 7) Click **SEND** button

- The NWS will use the call-back number you provided to verify the message source and specific content before sending.

- 8) To view your sent message go to https://udfcd-lists.org/eas/message_output.txt

- 9) To extend or deactivate the EAS message, call the NWS Denver/Boulder Forecast Office at **800.287.2498** or **303.494.4479**



Your Name:

Your Agency:

Call-Back Number:

Select Your County

☒ Adams ☐ Arapahoe ☐ Boulder ☐ Broomfield ☐ Clear Creek ☐ Denver ☐ Douglas ☐ Elbert ☐ Gilpin ☐ Grand ☐ Jackson ☐ Jefferson ☐ Larimer ☐ Lincoln ☐ Logan ☐ Morgan ☐ Park ☐ Phillips ☐ Sedgwick ☐ Summit ☐ Washington ☐ Weld

Enter Message Text:

Effective for (hours):

0

Submit Reset

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