

# **Emergency Alert System Plans and Procedures**

## **Ft Bent - Local Area 6**

March 1998 Edition

This Plan will be reviewed and revised as necessary.

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# **Emergency Alert System (EAS) Plans and Procedures**

## **I Introduction**

Per Federal Communications Commission Rules and Regulations, broadcasters and cable systems (pending new FCC Rules) are required to participate in the Emergency Alert System. The participation of emergency management offices is **not required**, however their participation is encouraged. If they participate, they must adhere to the applicable guidelines in this plan.

This Plan provides specific procedures for the dissemination of emergency information to the general public in the Ft Bent-Local Area, or any portion thereof, at the request of designated local, state, and federal officials by broadcast stations and cable systems. This local EAS Plan may be activated on a day-to-day basis in response to emergencies which pose a danger to life.

Participation in this plan shall not be deemed as a relinquishment of program control, nor shall it prohibit a broadcast licensee or cable operator from exercising independent discretion in any given situation. FCC Rules and Regulations allow each broadcast station/cable operator discretion regarding information and instructions to the public. Entities that originate EAS communications shall understand that they have conferred rebroadcast authority.

## **II Purpose**

The purpose of this plan is to provide procedures agreed upon by the broadcast industry, cable systems, local area governmental offices, and other participating agencies, which will permit the dissemination of emergency information and instructions during potential or actual emergencies.

## **III Authority**

All mandated participants in the Emergency Alert System (EAS) must have the capability to conduct activations and tests. All voluntary participants may have the capability to conduct activations and tests. Activations and tests may only be done by designated officials in accordance with the local and state plan. Typically, the designated officials will be broadcasters, cablecasters, emergency management offices and public safety officials representing their jurisdictional authority, and the National Weather Service. The priority for activations and tests are first – national level messages, second – local area messages, third – state messages and fourth, National Information Center (NIC) messages.

47 CFR Part 73, Subpart G, FCC Rules and Regulations.

47 CFR Part 11, Federal Communication Commission EAS Rules, as amended.

47 CFR Part 76, FCC Rules when adopted, for cable television systems

FEMA Civil Preparedness Guide 1-40, 1-41

#### **IV Primary Monitoring Sources, LP-1 and LP-2**

Per FCC Rule 47 CFR, 11.52(d) all broadcast stations and subject cable systems **must monitor 2 EAS sources** assigned in accordance with the monitoring priorities in the EAS Operating Handbook.

##### **LP-1: KSEC-FM**

Station Contact: Personnel on duty

Telephone: 719-336-2206

On Air Hours: 24-hours

Frequency: 93.3 MHz

##### **LP-2: KBLJ-FM**

Station Contact: Personnel on duty

Telephone: 719-384-5456

On Air Hours: 0600 to 2300

Frequency: 92.1 MHz

#### **V Additional Monitoring Sources**

National Weather Service

Contact: Tom Magnuson

Telephone: 719-948-3371

On air hours: 24 hours

Frequency: 162.500 MHz La Junta

#### **VI EAS Procedures**

##### **A. For Designated Officials**

Designated officials should coordinate EAS activation requests by with the local primary source (LP-1), and with the LP-2 as a backup. An activation request assumes that a disaster/emergency event has reached a stage where EOC activation is in progress, and these actions need to be supplemented by public safety information from government entities.

2. The following format is suggested for designated officials to use when requesting an EAS activation:

**“This is (name/title) of (organization). I request that the Emergency Alert System be activated for the (area) because of (description of emergency.)”**

3. Upon authentication, designated officials and EAS source personnel determine transmission details (e.g., 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.

**B. For LP-1 Station if EAS Fails**

1. The LP-1 station will immediately notify the LP-2 station of the equipment failure and will take steps to find replacement EAS equipment.

2. The LP-1 will contact the nearest Primary Entry Point (PEP) station and inform them to contact the LP-2 station by telephone in the event a national alert is transmitted. The nearest PEP station is: KOA, 303-892-4800.

**C. EAS Message Format**

An EAS message has four parts: (1) the preamble (EAS header codes); (2) audio attention signal (the 8-25 second two tone attention signal); (3) audio message; and (4) the end of message (EOM) codes. The EAS protocol, including any codes, must not be amended, extended or abridged without FCC authorization.

**D. Message Priorities**

A national level activation of the EAS for a Presidential message with the EAN Event Code takes priority over any message, and preempts any message that is in progress.

**E. For LP-1 and LP-2 stations**

1. Upon receipt of a request to activate the local EAS from a designated official the broadcast station should commence the EAS activation. Be sure to verify the authenticity of the message by the method described in Section VII, A, page 7.

2. A pre-announcement message is optional.
3. Transmit the EAS header codes and 8-25 second two-tone attention signal.
4. Transmit the emergency information.
5. To terminate the EAS message, send the EOM codes. A post announcement message is optional.

**F. For Other Broadcast Stations and Cable Systems**

1. Broadcast stations and cable systems monitoring key EAS sources via EAS equipment will be alerted by the header codes and attention signal. Each station and cable system, upon receipt of the signal, will review the message content, then release the message as appropriate.

2. **The text of messages that contain EAN, EAT and RMT event codes may not be changed except for the call sign of the re-broadcasting station or service.** The re-broadcasting entity may record new audio, but the text of the message may not be altered.

3. For messages other than EAN, EAT and RMT, the re-broadcasting entity may record new audio. The text of the message may be changed.

4. Upon completion of the EAS message, resume normal programming.

5. Log the activation per FCC Rule requirements.

**G. Interruption of Normal Programming**

1. A broadcast station or cable station (when required by the FCC), is required to interrupt normal programming either automatically or manually, immediately, when it receives an EAS message in which the header contains the EAN and EAT Event Codes. Although not required, broadcast stations and cable systems are encouraged to give state and local emergency messages the same level of attention.

2. Automatic interrupt of programming is required when facilities are unattended. Manual interrupt of programming and transmission of EAS messages may be used. EAS messages with the EAN Event Code must be transmitted immediately. Messages with the RMT Event Code must be transmitted within fifteen (15) minutes.

3. All actions must be logged or recorded.

#### 4. VII. Authentication of Messages

##### A. From Designated Officials

All telephone or radio requests by designated officials for EAS activations will be authenticated by standard operating procedures established between the callers. LP-1 and LP-2 personnel should be familiar with persons who may request activation of the EAS. An EAS message should not be sent unless the originator is absolutely certain as to the validity of the messages, and the identity and authority of the requester.

##### B. For National Level Alerts (EAT, EAN)

1. Authenticator word lists are used by EAS participants to ensure that the national level alerts and tests are legitimate. The list must be used in accordance with directions in the EAS Operating Handbook.

2. The Red Envelope authenticator list is issued to all broadcast stations, specified control points of radio and television networks, cable networks, program suppliers, common carriers, wire services and other specified entities. A current copy of this list must be located in the pocket on the inside front cover of the EAS Operating Handbook. **This list should be opened only to authenticate receipt of an EAN or EAT message.** The FCC may request immediate return of the sealed Red Envelope at any time.

##### C. EAS Originator Codes: (ORG)

Originator codes included in the EAS message header indicate who originally initiated the activation. The following codes have been approved for use by the FCC. The list may only be amended by the FCC.

EAS: Broadcast Stations or Cable Systems

CIV: Civil Authorities

EAN: Emergency Action Notification Network

WXR: National Weather Service

PEP: Primary Entry Point System

##### D. EAS Event Codes (EEE)

Event codes included in the message header indicate the nature of the EAS activation. The following national and local codes have been approved for use by the FCC. This list may only be amended by the FCC.

**Highlighted national codes must be aired immediately or as noted.**

1. National Codes:

**EAN: Emergency Action Notification (Nat'l Only)**

**EAT: Emergency Action Termination (Nat'l Only)**

NIC: National Information Center

NPT: National Periodic Test

**RMT: Required Monthly Test (air within 15 minutes)**

RWT: Required Weekly Test

2. Local Codes:

It is **recommended** that entities that receive an EAS alert with the following highlighted local codes in the header, air the information as soon as practical.

ADR: Administrative Message

BZW: Blizzard Warning

**CEM: Civil Emergency Message**

**EVI: Evacuation Immediate**

FSS: Flash Flood Statement

**FFW: Flash Flood Warning**

FFA: Flash Flood Watch

FLS: Flood Statement

FLW: Flood Warning

FLA: Flood Watch

HWW: High Wind Warning

HWA: High Wind Watch

DMO: Practice/Demo Warning

SVR: Severe Thunderstorm Warning

SVA: Severe Thunderstorm Watch

SVS: Severe Weather Statement

SPS: Special Weather Statement

**TOR: Tornado Warning**

TOA: Tornado Watch

WSW: Winter Storm Warning

WSA: Winter Storm Watch

## VIII Tests

### A. Required Monthly Tests (RMT): General Information

1. Required Monthly Tests will conform with the procedures in the EAS Operating Handbook and shall include the EAS header codes, Attention Signal, Test Script and EOM Code. Federal and state tests will be made at the discretion of those government entities.



2. **The RMT must be transmitted within 15 minutes of receipt by broadcast stations (and cable systems) and within 15 minutes of sign on for those stations who received the test while off the air, but only if the RMT is still valid. If the RMT was received more than 15 minutes prior to sign on, the RMT is not aired, only logged.**
3. RMT's in odd numbered months, shall occur between 8:30 am and local sunset, on random days and at random times.
4. RMT's in even numbered months shall occur between local sunset and 8:30 am, on random days and at random times.
5. Origination of RMT will be coordinated between the State and Local officials, and the National Weather Service, and the LP-1 and LP-2. A yearly schedule will be devised.
6. Each participating broadcast station and cable system must send and receive at least one monthly test of the EAS.
7. The Required Monthly Tests must be logged, per FCC Rules, by broadcast stations and cable systems.

**B. Required Monthly EAS Test Format**

<b>Audio intro</b>	<b>Required</b>	<b>You must inform your listening audience That you are performing a test of the EAS</b>
	Suggested:	Also tell you listeners what area you serve.
<b>EAS Header</b>	<b>Required</b>	
<b>EBS two tone</b>	<b>Required (8 to 25 seconds)</b>	
<b>Audio message</b>	<b>Required</b>	<b>This is a coordinated monthly test of the Emergency Alert System by broadcast Stations (and cable systems) in your area. If This had been an actual emergency, an Official message would have followed the Alert tone. This concludes the test of the Emergency Alert System.</b>
	<b>As written:</b>	
<b>EOM codes</b>	<b>Required</b>	

**C. Required weekly tests (RWT)**

1. Required Weekly Tests will conform with the procedures in the EAS Operating Handbook and shall include the EAS header codes and EOM code only.
2. All participating broadcast stations and cable systems are required to conduct at least one test of the EAS each week on random days and at random times.
3. An RWT is not required during the week that a monthly test is conducted.
4. The weekly tests must be logged, per FCC Rules, by broadcast stations and cable systems.

**Required Weekly Test Format**

Audio intro	Suggested	<i>The following is a test of the Emergency Alert System.</i>
EAS Header	Required	
EOM codes	Required	

**D. Activations for Training Purposes**

The DMO event code must be used for the purpose of training staff on the sending of EAS activations. Such activations should be kept to a minimum.

**IX. Appendices**

**Appendix A: Designated Officials and their Telephone Numbers.**

**Appendix B: Monitoring Assignments**

**Appendix C: Approving Signatures for Ft Bent plan**

**Appendix D: Local Area Map.**

**Appendix E: Glossary and Abbreviations**

## **Appendix A: Designated Officials and their Telephone Numbers.**

### **Baca County**

County Emergency Preparedness  
Roy Brinkley  
P.O. Box 116  
Springfield, CO 81073

Telephone: 719-523-6424 (h)

### **Bent County**

County Emergency Preparedness  
Bill Deal  
P.O. Box 350  
Las Animas, CO 81054

Telephone: 719-456-1825 (h) Sheriff: 719-456-1363

### **Crowley County**

County Office of Emergency Management  
Sheriff Jeffrey Keyes  
110 East Sixth Street  
Ordway, CO 81050

Telephone: 719-267-3248 or 719-267-5555 (5548)

### **Kiowa County**

Office of Emergency Management  
Danny Christy  
P.O. Box 591  
Eads, CO 81036

Telephone: 719-438-5810 or 719-438-5729 (h)

### **Otero County**

Office of Emergency Preparedness  
Barry Shioshita  
P.O. Box 511  
La Junta, Co 81050

Telephone: 719-384-5941 or 719-383-3000

Prowers County  
 Office of Emergency Preparedness  
 Stefan Warn  
 P.O. Box 1046  
 Lamar, Co 81052

Telephone: 719-336-2674

**B. 1998 RMT Schedule**

In order to test the dissemination of EAS alerts throughout the state, the Colorado State EAS plan calls for four (4) statewide alerts which will be conducted in the months of June, September, and December of 1998, and March of 1998. In these months, the state test will be the RMT for the Denver Metro Area.

Month	Date	Time	Originator
January	8		
February	16		
March	26	1:45p.m.	CO EOC
April	15	7:05 p.m.	KYGO-FM
May	7	10:15 a.m.	KOA-AM
June	4	4:45 a.m.	KOA-AM
July	17	9:20 a.m..	KYGO
August	20	2:15 a.m.	KOA-AM
September	17	9:45 a.m.	NWS
October	9	11:15 p.m.	KYGO
November	21	10:45 a.m.	KOA-AM
December	11	2:45 a.m.	CO. State Patrol

BSPP: Broadcast Station Protection Program  
 LP-1: Local Primary source (KOA-AM)  
 LP-2: Local Primary second source (KYGO-FM)  
 NN: Non-participating National Station  
 NP: National Primary Station  
 NWS: National Weather Service  
 PN: Participating National Station  
 SP: State Primary Station

## Appendix C: Monitoring Assignments

### LOCAL AREA 6: FORT BENT

[Includes Counties of Baca, Bent, Crowley, Kiowa, Otero, Prowers]

Call Sign	FIPS Code	City of License	Freq (CH)	Facilities (N)ight (D)ay	EAS Title	Monitoring Assignments	
KAVI	08089	ROCKY FORD	1320	0.098/1. KW ND-1 U	PN		
KBLJ	08089	LA JUNTA	92.1	3.00 KW 91 Meters	LP-2	LP-1, LP-2	NWS
KBZZ	08089	LA JUNTA	1400	1. KW ND-1 U	LP-2, BSPP	LP-1, LP-2	NWS
KHUG	08089	ROCKY FORD	95.9	2.60 KW 29 Meters	PN		
KLMR	08099	LAMAR	920	0.5/5. KW DA-N U	LP-1, BSPP	LP-1	NWS
KSEC	08099	LAMAR	93.3	100. KW 146 Meters	LP-1	LP-2	NWS
KVAY	08099	LAMAR	105.7	100. KW 146 Meters	PN	LP-1	LP-2

BSPP: Broadcast Station Protection Program

LP-1: Local Primary source (KSEC-FM)

LP-2: Local Primary second source (KBLJ-FM)

NN: Non-Participating National Station

NP: National Primary Station

NWS: National Weather Service

PN: Participating National Station

SP: State Primary Station

**Appendix D: Approving Signatures for Ft Bent Local Area 6 Plan**

The Ft Bent Operational Area 6 EAS plan was developed by  
Russ Baldwin and approved by:

EAS committee chair:  
*(acting chair)*

Chuck Springer date 1-7-2000

and

State EAS Committee

Jack McCain and Hal Crutchfield date 10 Jan 2000

Jack McCain and Hal Crutchfield

This Plan is coordinated with and distributed to all designated officials listed in Annex A and all broadcast stations and cable systems listed in Annex C and C-1.

## Appendix C-1: Cable Systems

### Local Area 6: FORT BENT

(Includes Counties of Baca, Bent, Crowley, Kiowa, Otero, Prowers)

A T & T Cablevision  
2218 San Juan Avenue    **719-384-5487**  
LaJunta, CO

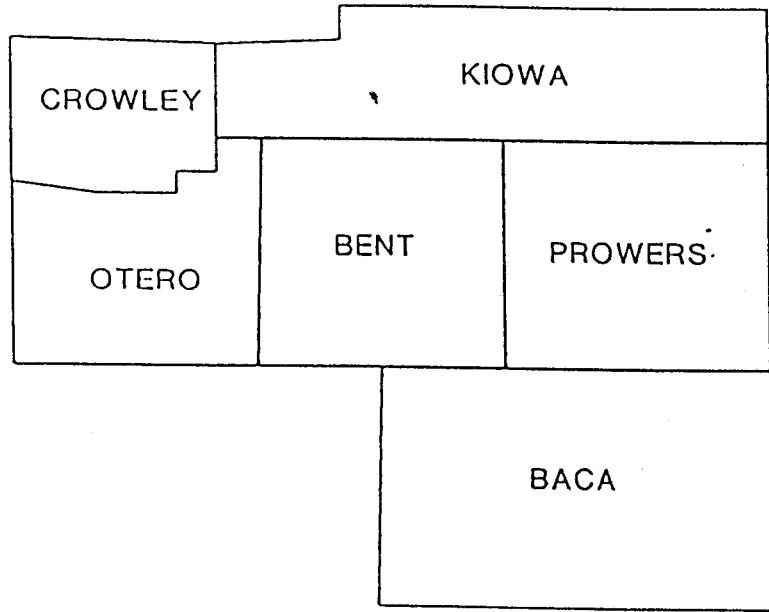
Galaxy Cablevision  
Eads, Holly,            **800-365-6988**  
Ordway, Wiley

Eagle Vision LLC  
1316 Maine            **719-438-2221**  
Eads, CO

A T & T Cablevision  
109 Lee Ave Suite 14    **719-336-2560**  
Lamar, CO

CSI Cablecom  
157 E 9<sup>th</sup> Street        **800-480-7020**  
Springfield, CO

# Appendix E: Local Area Map





## Appendix F: Glossary and Acronyms

**Activation:** The initiation of the EAS by transmission of the EAS codes.

**ASCII:** A standard set of text characters with numerical equivalents.

**Attention Signal:** An eight to twenty-five second two tone signal (853 and 960 Hz) used as an audio alert.

**AFSK: Audio Frequency Shift Keying:** A digital modulation technique that uses two shifting audio frequencies to transmit binary data.

**Authenticator Word Lists:** A list of words that federal officials send prior to official EAS national activation; used to substantiate the information being sent.

**Automatic Interruption:** The automatic encoding and transmission of EAS codes for preselected events.

**Baud Rate:** The speed of data transmitted, equal to number of elements sent per second (equal to bits per second if a bit is the element).

**Bit Rate:** The speed of binary data transmitted, equal to the number of digital bits sent per second.

**Certification:** An equipment authorization issued by the FCC based on representations and test data submitted by the applicant for equipment designated to be operated without individual license under Parts 15 and 18 of the rules.

**Class D FM Station:** A station whose output power is 10 watts or less.

**Decoder (EAS):** An electronic device used by EAS participants to receive EAS alerts. The device reacts to the digital header codes and to the "two-tone" audio signal.

**EAN: Emergency Action Notification:** The message for national EAS activation.

**EAT: Emergency Action Termination:** The message for national EAS termination.

**Encoder (EAS):** An electronic device used by EAS participants to originate EAS alerts by creating the EAS codes for transmission to other participants and the public. The encoder also produces the "two-tone" audio signal.

**EOM: End of Message Code:** In ASCII form 'NNNN', this burst of data, sent three times signifies the end of an EAS message and EAS activation.

**Event Codes:** A three character ASCII code in the EAS headers that denotes the type of emergency event.

**FEMA: Federal Emergency Management Agency:** One of the three federal agencies that administers EAS.

**FIPS Number:** A five character ASCII code in the EAS headers that represent those counties affected by an EAS activation, as defined by the Federal Information Processing System. Each state and territory has their own five digit number.

**Header Code:** A single string of intelligent digital EAS ASCII data that includes the originator, event, location, time period, and other basic information concerning an emergency; three header codes precede the voice warning message.

**Julian Calendar:** A method of specifying the date by the number of days which have passed since the first day of January in a year.

**Key Source:** A source which is central to the dissemination of emergency alerts and information, such as an NP, SP, or LP broadcast station or cable system.

**LP: Local Primary:** A key source within an EAS local area that is the primary source of EAS programming for that area.

**Location Code:** An ASCII code in an EAS header that specifies the location of an emergency utilizing the five character FIPS code of a state and county, and a sixth character to designate nine divisions of a county.

**LPTV: Low Power Television:** A television signal translator station which may also originate programming.

**Mapbook:** A list of broadcast stations and cable systems and their EAS designation delineated by state and local area for use by other stations to determine the best source of EAS monitoring; an FCC generated attachment to every state plan.

**Mark Frequency:** The audio frequency of AFSK modulation that corresponds to a digital bit of one (1) the mark frequency of EAS codes is 6250/3 Hz, or approximately 2083.33 Hz.

**Monitoring Assignment:** The off-air broadcast or cable sources of EAS activation's and programming as given in the FCC Mapbook and the state plans.

**NIC: National Information Center :** A source of official federal government information.

**NOAA: National Oceanic and Atmospheric Administration (NOAA):** One of the three federal agencies that participate in EAS.

**NP: National Primary:** A primary source of Presidential or other national EAS activation's and programming, including broadcast stations involved with the PEP system and EAN Networks:

**NWS: National Weather Service:** An operation of NOAA that is directly responsible for issuing local weather-related emergency alerts and warnings in addition to day-to-day forecasts and other weather activities.

**NWR: NOAA Weather Radio:** A service of the National Weather Service that provides to a local area continuous broadcasts of the latest weather information and any weather-related emergency warnings using one of seven VHF radio channels.

**NN: Non-participating National:** An EAS source (usually a broadcast station) that has elected not to participate in the National-level EAS and removes its carrier from the air if a national-level activation occurs.

**Operating Handbook:** A document issued by the FCC that instructs broadcast station and cable personnel of the actions they must take during an activation of EAS.

**Operator Interruption:** The transmission of the EAS activation which has been manually initiated by broadcast station or cable system personnel.

**Originator Code:** A three character ASCII code in an EAS header which denotes the source of an activation.

**PN: Participating National:** Broadcast stations, cable systems, or MDS stations which monitor primary sources of EAS programming and directly feed emergency alerts to the public.

**Pre-selected Code:** An EAS event which the operator of EAS equipment has chosen to be automatically encoded and retransmitted upon reception.

**PEP: Primary Entry Point :** Key broadcast stations throughout the U.S. which together can provide national emergency information in the event that the primary national alerting methods are inoperable.

**Program Priorities:** The precedence of the information that must be transmitted during an EAS activation, namely national, local, and state activation's in that order.

**Radio Broadcast Data System (RBDS):** A defined protocol for data that is transmitted on the 57 kHz subcarrier of FM radio broadcast stations utilized mainly by consumer devices equipped to receive it.

**RMT: Required Monthly Test:** A coordinated monthly test of EAS operations involving the full receiving and transmission of EAS codes, Attention Signal, EAS test programming, and EAS EOM codes.

**RWT: Required Weekly Test:** An independent weekly test of EAS equipment only involving the decoding and encoding of EAS header codes and EOM codes.

**RS-232:** A common interface standard which specifies the mechanical connection, electrical signals, and the function of the signals carried across the interface.

**Space Frequency:** The audio frequency of AFSK modulation that corresponds to a digital bit of zero (0); the space frequency of EAS codes is  $6250/4$  Hz, or 1562.5 Hz.

**State/Local Plan:** A document that details monitoring assignments, actions to be taken in emergency activation's, and other guidance for broadcasters and cable personnel in use of the EAS.

**SP: State Primary :** A primary source of EAS state programming which can originate with a Governor or designated representative, such as a state's emergency operations officer.

**SR: State Relay:** An entity which receives and retransmits EAS activation's in a State Relay Network to assist in bringing a state activation to all EAS local areas of a state.

**State Relay Network:** A system of facilities used to distribute state EAS activation's and programming across a state.

**Subcarrier:** An inaudible portion of the broadcast signal that is added to the program signal of the AM, FM, or TV sound and these may include 57 kHz, 67 kHz, 69 kHz, and 92 kHz subcarriers

**Subsidiary Communications Services:** A subcarrier of television and FM stations providing a second audio programming source.

**UTC:** Coordinated Universal Time, the world-wide common time standard that is used in EAS headers for time stamp.

**Valid Code:** An EAS header which has been matched bit-for-bit with one of two other received headers thereby checked for validity.

**Weather Radio Specific Area Message Encoder (WRSAME):** A device used by National Weather Service to broadcast WRSAME data on the National Weather Radio for day-to-day forecasts and weather-related emergency announcements.

## Acronyms

AFSK	Audio Frequency Shift Keying
AM	Amplitude Modulation
AP	Associated Press
ASCII	American Standard Code for Information Interchange
BPS	Bits per Second
CATV	Cable Television
CFR	Code of Federal Regulations
EBS	Emergency Broadcast System
EOC	Emergency Operations Center
EOM	End of Message
FCC	Federal Communications Commission
FEMA	Federal Emergency Management Agency
FIPS	Federal Information Processing Standards
FM	Frequency Modulation
LP	Local Primary
LPTV	Low Power Television
MDS	Multi point Distribution System
NAC	National Advisory Committee
NAWAS	National Warning System
NIC	National Information Center
NN	Non-participating National
NOAA	National Oceanic and Atmospheric Administration
NP	National Primary
NWR	NOAA Weather Radio
NWS	National Weather Service
LECC	Local Area Emergency Communications Committee
PEP	Primary Entry Point
PN	Participating National
SAME	Specific Area Message Encoding
SECC	State Emergency Communications Committee
SP	State Primary
SR	State Relay
UTC	Coordinated Universal Time
VHF	Very High Frequency
WHCA	White House Communications Agency
WRSAME	Weather Radio Specific Area Message Encoding