

LOCAL EMERGENCY ALERT SYSTEM OPERATIONAL PLAN

The following document is provided as the Emergency Alert System (EAS) local level plan and procedures for the San Luis Valley EAS local area. It is based on the FCC EAS rules and operational elements of the EAS structure. EAS Local area plans are reviewed by the FCC for confirmation to the EAS rules and agreement with national level EAS operations.

EMERGENCY ALERT SYSTEM (EAS)

PROCEDURES FOR THE

SAN LUIS VALLEY

EAS LOCAL AREA

SAN LUIS VALLEY LOCAL AREA

(Revised June, 1998)

INCLUDES THE FOLLOWING COUNTIES

ALAMOSA
RIO GRANDE
CONEJOS
COSTILLA
SAGUACHE
MINERAL

SAN LUIS VALLEY EAS PLAN

INTRODUCTION

This plan was prepared by the San Luis Valley EAS Local Area Emergency Communications Committee and the broadcast and cable media. It is used to disseminate emergency information and warning to the general public in the San Luis Valley EAS Area or any portion thereof within the broadcast coverage and cable system service areas as the request of designated local, State and Federal officials. This EAS Local Area plan may be activated on a day to day basis in response to emergencies such as: power outages, tornados, floods, civil disorders, nuclear power plant accidents, toxic leaks or any occurrence which poses a danger to life or property.

Acceptance of/or participation in this plan shall not be deemed as a relinquishment of program control, and shall not be deemed to prohibit a broadcast licensee or cable operator from exercising his 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 exercise discretion regarding the transmission of emergency information and instructions to the general public is provided by the FCC rules.

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.

Title 47 U.S.C. 151, 154 (i) & (o), 303 (r), 524(g) & 606; and 47 C.F.R. Part 11, FCC Rules and Regulations, Emergency Alert System.

KEY EAS SOURCES

Local Primary Source (LP-1): KGIW

Location: Alamosa

EAS Monitoring Assignments: KKCS (LP-2 from Colorado Springs, monitorws KRDO), National Weather Service

Contact: Neil J Hammer

Telephone: 719 589-6644

Unlisted Telephone: 719 589-6876

Hours of Operation: 6 AM to 11 PM, longer in emergency situation

Communications Facilities: 292 Santa Fe

Local Primary Source (LP-2): KSLV

Location: Monte Vista

EAS Monitoring Assignments: KGIW, National Weather Service

Contact: Gerald Vigil

Telephone: 719 852-3581

Hours of Operations: 24 hours

Communications Facilities: 109 Adams

IMPLEMENTATION

A. Procedures for Designated Officials

1. Request activation of the EAS facilities through the LP-1 (or LP-2 if the LP-1 cannot be contacted) via phone or other available communications facilities.

Note: When "severe weather" warnings are issued by the NWS, the NWS can notify the LP-1 directly.

2. Designated officials from each county in San Luis Valley Area will use the following format when contacting the key EAS sources:

"This is (Name/Title) of (Organization). I request that the Emergency Alert System be activated for the San Luis Valley Area because of (description of emergency)."

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, the maximum recording time of EAS equipment.
4. Keep line of communications open if necessary.

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 the affected area only.

B. Procedures for Broadcast and Cable System Personnel

1. Upon receipt of a request to activate the local EAS from appropriate authority, the LP-1 (or LP-2) 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 SAN LUIS VALLEY LOCAL AREA BECAUSE OF A LOCAL EMERGENCY. LIMPORTANT 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 Message (EOM) code.

Important Note: When relaying EAS messages 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 message can quickly be relayed through 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-1 or LP-2. Broadcast stations and cable systems using automatic interrupt of programming should receive the EOM codes before retransmitting State or local level EAS messages. This can prevent downstream locations from missing parts of

the EAS message.

3. To avoid unnecessary escalation of public confusion, all stations and cable systems must be cautious in providing news and information pertaining to the emergency. All messages must be based on definite and confirmed facts. The public must not be left to decide what is or is not fact.
4. 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.

TESTS

Tests of these EAS procedures shall be conducted on a random or scheduled basis from a point which would originate the common emergency message. Unless a scheduled State test is received from the State Primary, the Local Primary will originate the Required Monthly Test (RMT).

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 the 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. RMT is aired within 15 minutes of sign on, only if the station comes on the air during the 15 minute RMT window. If they sign on after the RMT has expired, do not retransmit, only log message.
3. RMTs in odd numbered months, shall occur between 8:30 am and local sunset, on random days and at random times.
4. RMTs 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 conditioned between the State and local officials, 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 RMTs must be logged, per FCC Rules, by broadcast stations and cable systems.

B. Required Monthly EAS Test Format

Audio intro	Suggested	Inform listening audience that you are performing an EAS test and what area is served.
EAS Header	Required	
EBS two tone	Required (8 to 25 seconds)	
Audio message	Required as written:	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.
EOM codes	Required	

C. Required weekly tests (RWT)

1. Required Weekly Tests will conform with the procedures in the EAS Operating Handbook and shall include 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.

D. Required Weekly Test Format

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

E. Activations for Training Purposes

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

Appendix A : Required Monthly Test Schedule

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 to be conducted in the months of March, June, September and December. The following is the list of regularly scheduled monthly tests.

Month	Date	Time	Originator
January	14	9:16-9:19A	KKCS
February	19	11:16-11:19p	KKCS
March	6	4:17-4:19P	KKCS
April	19	12:04-12:06A	KKCS
May	28	10:16-10:19A	KKCS
June	8	12:16-12:19A	KKCS
July	7	3:16-3:19P	KKCS
August	19	1:04-1:06A	KKCS
September	21	2:16-2:19P	KKCS
October	9	12:04-12:06A	KKCS
November	14	9:16-9:19A	KKCS
December	27	11:16-11:19P	KKCS

THIS SCHEDULE WAS OBTAINED FROM KKCS IN COLORADO SPRINGS, THE STATION MONITORED BY KGIW/KALQ OUTSIDE OF THE SAN LUIS VALLEY. KKCS MONITORS KRDO OF COLORADO SPRINGS.

Appendix B

DESIGNATED OFFICIALS FOR THE SAN LUIS VALLEY EAS PLAN

Alamosa Mayor
Farris Bervig
425 4th
Alamosa, CO 81101
City Hall 589-2593
Home 589-2405

Alamosa Sheriff
Dave Stong
17th and Highway 285
Alamosa, CO 81101
Office 589-6608
Emergency 911

Monte Vista Mayor
720 First Ave
Monte Vista, CO 81144
852-5111

Rio Grande Sheriff
657-4000

Conejos County Sheriff
376-5921

Costilla County Sheriff
672-3302

Sagauche County Sheriff
655-2525

Mineral County Sheriff
658-2600/2365

Appendix C: Monitoring Assignments for Radio Stations

Call Sign	City of License	Monitoring Assignments
KGIW LP-1/KALQ	Alamosa	KKCS, NWS, LP-2 (KSLV)
KSLV LP-2	Monte Vista	LP-1 (KGIW), NWS
KRZA	Alamosa	LP-1 (KGIW), NWS, LP-2
KASF	Alamosa	LP-1 (KGIW), NWS, LP-2

APPENDIX D

LIST OF BROADCAST STATIONS AND CABLE SYSTEMS

KGIW/KALQ
292 Santa Fe
Alamosa, CO 81101
719 589-6644

KSLV
109 Adams
Monte Vista, CO 81144
719 852-3581

KRZA
528 Ninth Street
Alamosa, CO 81101
719 589-9057

KASF
Richardson and First
Alamosa, CO 81102
719 587-7121

TCI Cablevision of Colorado
312 State
Alamosa, CO 81101
719 589-3221

APPENDIX E

LIST OF EAS CODES TRANSMITTED BY EAS KEY SOURCES

Key EAS Source	ORG-Originator	**EEE-Event	County FIPS#
KGIW (LP1)	KKCS FM	EAS RMT	08041
		CEM RWT	
	KALQ FM	RWT RMT	08041
		WMX 54	
		RMT TOA	08003
		TOR SVA	08021
		SUR SVS	08105
		SPS FFA	08023
		FFW FFS	08079
		FLA WSW	08067
FLS WSW			
BZW HWW			
EVI CEM			
EAN EAT			
KSLV (LP2)	RWT RMT	08101	
KRZA	RWT RMT	08003	
KASF	RWT RMT	08003	
KAA 593 (sr)	CEM EVI		

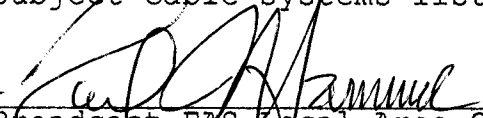
**Refer to handbook for meaning of codes.


APPENDIX F

APPROVALS


This San Luis Valley EAS Local Area plan was developed by Neil J Hammer, Broadcast EAS Local Area Chair. The plan has been approved by the State CECC Co-Chairs, Hal Crutchfield and Jack McCain.

The plan is coordinated with and distributed to all designated officials listed in Annex A and all broadcast stations and subject cable systems listed in Annex.


Broadcast EAS Local Area Chair 6/8/98
Date


Cable EAS Local Area Chair 6/10/98
Date


CECC Co-Chair, Hal Crutchfield 13 June 1998
Date


CECC Co-Chair, Jack McCain 18 June 1998
Date