# Baltimore Metro Counties EAS Plan

(Baltimore, Carroll, Harford Counties)

# Baltimore Metro Counties Local EAS Plan

The following complies with the State of Maryland Emergency Alert System (EAS) plan filed with the Federal Communications Commission. The plan creates guidelines for following for activations of the Emergency Alert System by Maryland's local jurisdictions.

**Purpose**: This Local Area Plan provides procedures for activating the Emergency Alert System by authorized local government officials, by broadcasters and by cable operators. It provides broadcasters and emergency managers with guidance on how to send out and receive an EAS Alert.

**Authority:** Title 47 U.S.C. and Part 11 of the FCC Rules and Regulations, Radio Broadcast Services, details the Emergency Alert System (EAS) as it pertains to daily emergency operations.

**Introduction:**
The State Emergency Communications Committee, in conjunction with federal, state and local emergency management officials, developed the procedures outlined in this plan. Local broadcasters and cable operators also participated.

**Authorization:** The state EAS plan authorizes creation of a local EAS plan and permits local EAS operations to function until a local plan is approved.

**Explanation of Changes:** With the creation of the Emergency Alert System, the FCC changed the rules for broadcasters, allowing automation to replace manned operations for some, if not all, of the broadcast day. Because some operations now are unmanned, local emergency officials should not rely on calls to broadcasters as the only method for communicating alert information out for transmission.

## IMPORTANT:
**The governmental entity issuing the alert must activate the Emergency Alert System!**

Emergency managers should rely on the Maryland Joint Operations Center, rather than broadcasters, to assist with EAS activations.

Broadcasters must ensure that emergency messages regarding events affecting the life and safety of the broadcast audience are forwarded manually or automatically. They should become familiar with these procedures and follow them whenever EAS is needed.

By law, licensees who participate in this plan do not relinquish program control and may exercise discretion for all messages except presidential messages. As noted in Part 11 Rules, any use of the EAS Attention Signal confers automatic rebroadcast authority.

**Activation Criteria**

Baltimore County activates the Local EAS Plan using the following criteria:

1. There is an imminent threat to life.
2. Officials clearly identify the affected geographic area.
3. Only the Emergency Manager or his designee will effect the activation.
4. The EAS message will identify the reason for activation.
5. Emergency officials will provide an expiration time for the alert, if possible.

The Public Information Officer (PIO) shall phone and/or fax newsrooms soon after the activation to provide additional detail. Emergency managers propose a conference call notification system to help disseminate this information. Local government websites will post all emergency information. Information provided via fax, phone or Internet may be used to generate "crawls." Broadcasters and emergency managers suggest following a similar format as used for "Amber Alerts."

The EAS Activation code(s) are:

1. (CEM) - Civil Emergency Message
2. (SPW) - Shelter in Place
3. (EVI) - Mandatory evacuations (**not voluntary evacuations**).
4. (TOE) - Telephone Emergency/911 Outage

Under the state EAS Plan, all broadcasters agree to broadcast all CEM, SPW, TOE and EVI coded activations **immediately** (EAS Annex 7, page 11 of 15).

Under this plan, an EAS activation occurs only once and will contain a recorded message per the EMNet protocols and procedures covered under the state Plan (and included as part of this document).

However, TV stations will air a "crawl" every 15 minutes for 2 hours (unless emergency managers request the crawl for a longer period) that repeats the alert information, plus any relevant additional information from county sources. Radio stations would repeat the message as a news item during scheduled newscasts and at least every 15 minutes for 2 hours.

**Review of EAS Usage**

County officials and broadcasters will hold review sessions after activations. These reviews should be scheduled no later than 90 days after the activation. The review will consider whether the EAS protocols worked and how to remediate any problems that occurred.

**Parts of an EAS Alert**

The following sections detail operational procedures outlined in the Maryland State Plan by the State Emergency Communications Committee (SECC) and adopted as Official Activation and Reception Procedures by all government officials and broadcast stations.

State officials will provide emergency management officials at the county level with specialized equipment capable of providing a fully encoded EAS alert message and inserting it into the EAS monitored stream. When used correctly, EAS equipment allows EAS messages to be seen by broadcast stations.

The EAS alert sender must provide the following information for the alert to be successful:

1. EAS header encoding, including the following information: preamble* and sync codes*; an originator ID*; the event code; the code(s) for location(s) affected; the expected duration of the event; a UTC time stamp*; the Sending Station ID*. (*These parts are usually automatically generated according to machine set up.)
2. The EAS Attention Signal,
3. A Vocal Alert Message,
4. End of Message codes.

Incomplete messages, messages with non-intelligible audio components, and messages that lack all the parts needed might be ignored by the EAS En/Dec automation. You get a single, two-minute window to give out the necessary information to save lives and property.

Multiple EAS messages are not recommended. Due to technical limitations, broadcasters need at least six minutes to send out the initial message. Alerts that come too fast after the prior activation will stop the initial message from getting out and overwrite the original message. Space multiple alerts appropriately.

Every message sent interrupts the broadcaster's regular programming. If you repeat information by starting multiple alerts, broadcasters may refuse to carry the alerts.

EAS is voluntary at the local level. Reserve EAS activation for extreme emergencies.


**Local Plan Target Coverage Area**

This local plan applies to Baltimore, Carroll and Harford Counties. It applies to all designated local government officials within this operational area and to all broadcast and cable outlets with a potential audience within this area.  It remains the active plan until superseded by a new or updated plan.


**Local EAS Activation**

The County's Office of Emergency Management will coordinate local EAS activation. Local officials wanting to issue EAS messages must contact emergency management officials following the proper procedures.

Local Emergency Operations Centers that need help issuing an alert may request mutual aid from another nearby county EOC or the state EOC. Initiators should use the Federal Information Processing Standard (FIPS) codes for the affected area.

In the future, initiators may be able to supply visual screens for television/cable use using the EMnet EAS system. These could include maps showing evacuation areas and informational screens with "What to Do" instructions.


**Activation Procedure For Initiating an EAS Alert**

Local authorities in Maryland authorized to activate the EAS system will use the EMNet State Relay Network to send alerts into the monitored EAS network stream. These alerts must affect a local area. Broader activations should be referred to MEMA.


Each emergency management operation area is responsible for assuring that:

1.  Equipment is operational and ready for use.
2.  Those who issue the Emergency Vocal Message are trained to use the equipment and know how to issue the alert correctly, mechanically and vocally.

Steps for a successful EAS activation:

1. Open EMNet messaging screen.

2. Click on EAS box on the right panel of EMNet window.
3. Click on the Template tab of EMNet EAS window.
4. Create a Template Name (file name) in the box in the center of the screen.
5. Click on the Audio Check Box for local.
6. Click on the "record" button.
7. Type in an alert vocal, load a pre-made message, or copy and paste another vocal message script. Or, complete and use the one below. Remember all EAS Alerts must run under two minutes, the limit for most EAS equipment. Pre-planning is a must. Keeping pre-timed templates on hand for a variety of situations speeds alert preparations.

Sample Vocal Template:

This is an Emergency Alert System activation for __(Name of County )__ County. At the request of __(Name of Office of authorized requesting authority)__, for the area of __(Name of Location of Incident)__ . Because of ____(Type of Incident)__. People in an area should _____(Information as to what people nearby should do)____. Repeat the location affected, the type of incident, and briefly what people should do.

8. Once you have typed the message into the EMNet EAS text area, record the message using that text and the EMNet vocal message recorder. Listen to be sure it is correct and easy to understand. Re-record, if necessary.

9. Set up Encoding on the EMnet EAS computer by clicking the "close" button on the recorder window.

10. Save the template.

11. Send the message into the EAS monitored stream. All LP Stations in Maryland and TV stations are equipped to receive EAS via this method.

[The process is designed to avoid sending the message without the vocal and text for the vocal. Because it could be possible to send an EAS alert without the vocal message or text, you may want to start in reverse. First, type in the text and record the vocal by reading that text, then do the alert encoding to match the vocal message. This makes it less likely that a message without the vocal will be sent.]

Note: Emergency management is responsible for initiating EAS. Under current FCC rules, emergency managers may ask for broadcast assistance from one of the local primary radio stations; broadcasters listen to these stations for national level EAS signals. Many LP stations are not manned much of the time. Broadcast personnel are not trained to write or produce warnings. Because of this, and the potential for liability, broadcasters are advised not to initiate EAS alerts. During

EBS, broadcasters used to initiate these messages.  EBS ended on December 31, 1996. With EAS, responsibility for initiating the message fell to Emergency Management.

**Receiving Local EAS Alerts for YOUR Broadcast Area – Baltimore Broadcasters**

When you receive an EAS alert for your broadcast area, consider how important that message is to those affected. EAS messages often deal with life or death situations. The faster you forward the message to the public, the more lives you help to save.  The following messages should be broadcast immediately:

> EVI = Immediate Evacuation
> FRW = Fire Warning
> TOR = Tornado Warning
> HMW = Hazardous Materials Warning
> CEM = Civil Emergency Message
> FFW = Flash Flood Warning
> SPW = Shelter In Place Warning
> TOE = 911 Telephone Emergency

Short delays may be tolerated for the following:

> CAE = Child Abduction Emergency
> CDW = Civil Danger Warning
> LEW = Law Enforcement Warning
> LAE = Local Area Emergency
> RHW = Radiological Hazard Warning
> FLW = Flood Warning[a]
> HUW = Hurricane Warning[a] SVR = Severe Thunderstorm Warning[a]
> TRW = Tropical Storm Warning[a] TOA = Tornado Watch[a]
> TSW = Tsunami Warning[a]
> WSW = Winter Storm Warning[a]

The following local EAS events may be used either for EAS alerts or news events, at the discretion of station management:

> Weather Watches not listed above[a]
> Weather Warnings not listed above[a]
> ADR* = Administrative Message
> DMO* = Practice/Demo Warnings
> NMN* = Network Message Notification
>
> *Not used except by special arrangement.  DMO could be used in conjunction with a prearranged disaster drill to test EAS connectivity.

ADR may later be assigned a special purpose. NMN has no known defined purpose at this time.

[a]How weather warnings and watches are handled is up to the broadcast stations. The National Weather Service bears sole responsibility for issuing official weather warnings. We strongly urge EAS alerts for tornado and flash flood warnings.

**Tests by Local Emergency Management**

Metro Counties do not issue Regular Monthly Test (RMT) messages to broadcasters. All RMTs will be issued according to the Maryland State EAS Plan. Baltimore County officials may periodically test EMNet functionality using the DMO code as detailed above and in the state Plan.

Note: As defined in the State Plan, RMT is a function of the State Emergency Communications Committee. To assure that all emergency services and local areas are prepared, the monthly test will rotate. When the LECC is the designated RMT initiator, one EOC designated by the local LECC will conduct the test.

Broadcasters and Cable operations will follow the normal testing procedures as prescribed by the FCC EAS Rules. RMT testing should be done using your normal EAS box.

**FIPS Subdivision Identification**

FCC Part 11 EAS Rules do not identify subdivisions; the county is the smallest political unit identified under the FIPS system. This means EAS activations will be designated for the entire counties, even if the area affected is only a small part of that county. Video programmers, TV stations and cable systems must broadcast crawls that reflect the FIPS designation. However, vocal messages and news releases may identify a small, specific area.

Example: A hurricane is approaching the coastal regions of Maryland from the South. TV stations must broadcast, "Evacuation for Worcester County," even though the evacuation affected only Ocean City and coastal low-lying areas.

**EAS Events Not Used**

The "VOL = Volcano Warning" designation is unnecessary in this area.

**Persons Authorized to Activate EAS for this Local EAS Plan**

[TBD] Part 11 requires EAS plans to provide a list of those empowered to activate EAS. Specific names are preferable, but the title of the office authorized to use EAS is acceptable.  EOC staff should follow the correct procedure in verifying the sender's identity.

Authorized EAS senders include:

- The Director of Emergency Management or his/her designee.
- Any authorized official in the state EAS Plan who is present at an EOC in your local EAS Operational area.[1]
- Any authorized federal official who can provide proof of authorization, and is present at an EOC in your EAS Operational Area[1].

**Priority of Messages**

Following FCC EAS Rules as found in Part 11 and the various EAS operational handbooks, local EAS activations are prioritized lower than Presidential Messages (EAN) but higher than state messages. The FCC recognizes that local officials are better qualified to address local needs. During a disaster, priority must be given to life-threatening warnings.

In larger disasters where multiple communities are affected, coordination of messages may be needed. Current EAS equipment can handle only one alert every six minutes.

**Follow Plans and More Information**

[1] No one should issue an EAS unless he is authorized by the county emergency manager and follows prescribed procedures. Visiting authorities should provide identification and should be physically present in an EOC.

Emergency management officials may not need alerts for much supporting information, including maps, lists of what to do and what not to do, shelter locations, how to get medical help, evacuation routes, supplies and volunteer recruitment. Radio and TV stations should provide this additional information to viewers in a timely fashion, even if it is not part of the EAS message itself.

List of the Designated EAS Operational Areas in Maryland:

-- Allegany/Garrett EAS Local Area
-- Baltimore Metropolitan EAS Local Area
-- Dorchester County EAS Local Area
-- Frederick/Washington EAS Local Area
-- Harford County EAS Local Area
-- Lower Eastern Shore EAS Local Area
-- Southern Maryland EAS Local Area
-- Upper Eastern Shore EAS Local Area
-- Washington DC Metropolitan EAS Local Area

PERMISSION FOR RE-USE GRANTED

Local Emergency Communication Committees or Local Area Emergency Communications Committees with official jurisdiction for EAS activities may use this Default Local EAS Plan in whole or in part. Each group should customize this plan to fit local needs. The MEMA Communications Officer can provide full document files for reworking this plan.

**EAS Event Codes and Maryland Automation Event Set-Up Information**

MANDATED FCC ORIGINATOR AND EVENT CODES
The following mandated FCC Originator codes determine who generated an event.

The following Originator codes are mandated by FCC Rules:

- Originator    ORG Code
- Broadcast station or cable system EAS Civil authorities CIV National
- Weather Service WXR Primary Entry Point System PEP
- FCC Mandated Event Codes

The FCC requires that broadcasters and cable operators program their EAS Decoders for following events:

a.      o      "EAN" (National EAS Activation) - Must be re-transmitted immediately.

b.      o      "EAT" (National EAS Termination) - Must be re-transmitted immediately.

c.      o      "RMT" (Required Monthly Test) - containing your County of License code or State Code. Must be re-transmitted within 1 hour of receipt.

d.      o      "RWT" (Required Weekly Test) - containing your County of License code of received test need only be logged. No re-broadcast is necessary.

The following list of mandated FCC Event Codes must be programmed into EAS decoders:

- Nature of Activation Event Codes
- Emergency Action Notification EAN (National only) Emergency Action Termination EAT
- (National only) National Information Center NIC National Periodic Test NPT Required Monthly Test RMT Required Weekly Test RWT

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Maryland State EAS Plan Annex 8 – Page 2 of 7 EAS EVENTS CODES, MD Automation Event Codes, and Definitions for MD Event Code

Maryland Event Codes (EEE)

State, Local, and Weather Codes (Optional):

- Administrative Message ADR
- Blizzard Warning BZW
- Child Abduction Emergency CAE[1]
- Civil Danger Warning CDW[1]
- Civil Emergency Message CEM
- Coastal Flood Warning CFW
- Earthquake Warning EQW
- Evacuation Immediate EVI
- Fire Warning FRW[1]
- Flash Flood Warning FFW
- Flash Flood Watch FFA
- Flash Flood Statement FFS
- Flood Warning FLW
- Hazardous Materials Warning HMW

- High Wind Warning HWW
- Hurricane Warning HUW
- Hurricane Statement HLS
- Law Enforcement Warning LEW[1]
- 911 Telephone Outage Emergency TOE[1]
- Practice/Demo Warning DMO
- Radiological Hazard
- Warning RHW[1]
- Severe Thunderstorm Warning SVR
- Severe Thunderstorm Watch SVA
- Severe Weather Statement SVS
- Shelter in Place Warning SPW[1]
- Special Marine Warning SMW[1]
- Tornado Warning TOR
- Tornado Watch TOA
- Tropical Storm Warning TRW[1]
- Tsunami Warning TSW
- Winter Storm Warning WSW

[1]Upgrading to these new codes is voluntary but recommended. All models of EAS equipment manufactured after August 1, 2003 must be capable of receiving and transmitting these event codes.  Broadcast stations, cable systems and wireless cable systems that replace EAS equipment after February 1, 2004 must install equipment capable of receiving and transmitting these event codes.


**Automation Event Codes**

With the advent of the Emergency Alert System, broadcasters have depended on automation to carry programming on nights and weekends, leaving the broadcast studios empty at times. Because messages carried by the Emergency Alert System are vital to the public safety, we request that you program your EAS equipment to handle the following event codes automatically.

You may choose automatically to forward all other EAS event codes, too.

List of Event Codes to Automatically Transmit:

- YOU MUST DO THE NATIONAL ACTIVATIONS: EAN, EAT, NIC, and RMT when automated. This is an FCC requirement.  Do not change these codes.

- State/Local and weather events that should be broadcast immediately:

| CAE | Child Abduction Emergency1 | HMW | Hazardous Materials Warning |
| CEM | Civil Emergency Message | RHW | Radiological Hazard Warning |
| CDW | Civil Danger Warning | SPW | Shelter In Place |
| EVI | Immediate Evacuation | TOE | 911 Telephone Outage |
| FFW | Flash Flood Warning | TOR | Tornado Warning |
| FRW | Fire Warning | TSW | Tsunami Warning |

Note: Tsunami Warning (TSW) is included in this list although tsunamis seem unlikely in this region. However, if there were a tsunami there would be little time to warn the public. Only broadcasters with signal patterns near a coastal area and cable operations in coastal communities would need to consider this event.

[1] All State and local weather EAS events are optional.  We recommend that broadcasters cover life-threatening events including: tornadoes, floods, shelter-in-place warnings, civil emergency messages, immediate evacuations and 911 outages.

**Maryland & Local EAS Events Defined**

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.

Avalanche Watch (AVA). A message issued by authorized officials when conditions are forecast to become favorable for natural or human-triggered

avalanches that could affect roadways, structures, or backcountry activities. [Not for Maryland Use.]

Avalanche Warning (AVW). A warning of current or imminent avalanche activity when avalanche danger is considered high or extreme. Authorized officials may recommend or order protective actions according to state law or local ordinance when natural or human-triggered avalanches are likely to affect roadways, structures, or backcountry activities. [Not for Maryland]

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 then 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.

Earthquake Warning (EQW). A warning of current or imminent earthquake activity. Authorized officials may recommend or order protective actions according to state law or local ordinance.

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.

Network Message Notification (NMN). Not yet defined and not in the suite of products for relay by NWS. [Not for Maryland use at this time.]

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.

Volcano Warning (VOW). A warning of current or imminent volcanic activity. Authorized officials may recommend or order protective actions according to state law or local ordinance. [Not for Maryland Use.]

Adopted from NWSI 10-518. Not all of these events are considered usable in our state. We include the full list from the National Weather Service document so that you are familiar with all of the event codes available, whether used locally or not.

Practice/Demonstration Warning (DMO). This is a special, reserved event code and should not be broadcast.

**Other Definitions:**

Automation: Using equipment to operate normal sequences of events without human intervention.

Daisy Chain: A method of relaying messages from one broadcaster to another until all broadcasters have received the message. The Daisy Chain segments must be capable of reliably receiving the broadcast signal of the previous tier in the chain. While slow, it is reliable when all broadcasters forward the messages received by this method. Using this method, emergency communications usually will travel in only one direction.

Designated Local Government Officials: The person or persons designated by the local government signatory to make emergency announcements and/or broadcasts.

EAS: Abbreviation for the Emergency Alert System. Officially became the national emergency alerting system on January 1, 1997.

EAS OPERATIONAL AREA: An area based on grouping EM Operational Areas in a way consistent with broadcast patterns as assigned by the State EM or traditional relationships.

EBS: Abbreviation for the Emergency Broadcast System.  Served as the official National Emergency alerting system until December 31, 1996, when it ceased to exist.

EM: Abbreviation for Emergency Management.

EM Operational Area: An area controlled by one Emergency Management organization or authority. These operational areas are based on county political/geographical lines in Maryland.

Emergency: A situation posing an extraordinary threat to the safety of life and property. Examples: tornadoes, hurricanes, floods, severe thunderstorms, earthquakes, icing conditions, heavy snows, widespread commercial power failures, chemical spills, explosions and fires, nuclear hazards, transportation accidents involving hazardous materials and industrial accidents with possible severe environmental pollution effects.

EMNet or Emnet: Abbreviation for Emergency Management Network. Could be also used to indicate computer and satellite equipment used to facilitate communications via that network. This is a system designed to provide a fast and secure communications link for emergency managers, Emergency Operations Centers and other government agencies. This equipment allows authorized personnel to issue EAS Alert messages into the State Relay Network, with broadcasters receiving the information simultaneously. EMNet eliminates the need for a daisy chain. This closed-loop system automatically reports back to the originating authority that messages were received and acknowledged.

EMnet EAS: A computer terminal running specialized software and satellite downlink equipment designed to allow broadcast stations, cable companies, and others to the State EAS Relay Network for fast reception of EAS alerts. It is a secure system that enables all messages to be sent to all receivers, but only decodes the messages intended for the correct terminal. This means that all EAS alerts received via this system are authentic. It is fast and can process a full EAS Activation, complete with a 2-minute vocal message (compressed and decompressed) when sent via the satellite link in about 30 seconds from the time it was uplinked. (It will still take two minutes for the computer to play back the Alert message to your regular En/Dec equipment.) For video programmers, it will include the full vocal text for your EAS crawl in electronic form; this can be instantly added via the simple EMnet interface, or copied and pasted into your own EAS Crawl Program. (In the future, it may also include generic graphics, such as maps and video screens, as attachments, with appropriate instructions for the alert being received.)

EN/DEC: Abbreviation for specialized EAS equipment designed to encode and decode EAS messages that are either inserted or received via the State Relay Network.

FIPS Code: Code provided for a given state and county as created by the National Institute of Standards and Technology. FIPS is an abbreviation for Federal Information Processing Standard.

Forwarding an EAS Alert: This is a process of sending on an emergency message so it is broadcast by interrupting the normal audio (and video) feed at the final stage before transmission, then inserting the emergency message. This process can be done automatically or manually.

Initiation of EAS Messages: The originator is obligated to provide the full EAS encoding, attention signal, vocal message and end of message marker and to insert it into the monitored EAS stream. This is done using En/Dec equipment specially designed for this purpose, and provided to all EM operations by the state. Only those authorized and trained may initiate EAS messages. EAS should be used as a last resort.

LECC or LAECC: Local Emergency Communications Committee or Local Area Emergency Communications Committee. This committee of volunteers oversees the Local Emergency Alert System Plan. An LECC serves one EAS Operational Area based on a geographical area (or by traditional grouping). An LAECC would serve as the committee for a group of EAS Operational Areas based on broadcast patterns and community identity boundaries.

Local Primary Source (LP): This is the official designation for a broadcaster or other communication source capable of monitoring one of the FCC required PEP sources for National Level EAS messages. These national-level EAS messages can include any of the following messages: Emergency Action Notification (EAN), Emergency Action Termination (EAT), and National Information Center (NIC). In Part 11 of the FCC, the sole purpose of an LP is to relay national-level EAS messages to the local EAS Area. LP stations must operate 24/7. These are the official monitoring requirements for all broadcasters and cable outlets in a given EAS operational area; you are required to receive two sources for EAN activations.

LP sources are usually numbered LP1, LP2, and there may be more available as necessary to provide adequate coverage for an area or as redundancy becomes available. LP Sources do not need to be broadcasters. A state relay network or other background network capable of providing PEP coverage may be an LP source. Where possible, LPs should be located in separate facilities. If only one is available for a given EAS operational area, an LP source for an adjacent EAS operational area may be assigned.

(Note: EMNet EAS does not yet qualify here as a PEP source. At this time it only may be considered a third EAS listening port connection.)

Local Relay: A message outlet needed to complete the message chain. This refers to a broadcaster who is not an LP station designation, but is needed to relay messages to a remote location so others further down the daisy chain can receive the messages.

Local Relay Network: A message relay network system designed and operated in a local area for inserting EAS messages into the monitored EAS stream. It may be separate from a State Relay Network.

MEMA: Maryland Emergency Management Agency

Network: A system of communication points that assists with information.

One-time System: EAS is a one-shot deal when broadcast stations are automated. Emergency managers must get the message right the first time.

Relay: A means of communicating between several points.  A relay is repeating a message to others who are dependent on you to understand what is happening, and how they should react.

Repeating the EAS Message: While this someday could be done automatically at unmanned broadcast stations, repeating the message still requires manual intervention at a broadcast station. Broadcasters need the actual alert text in hard copy to reread the alert information over the air.  Television and Cable outlets need the text in electronic form to crawl the information on screen, or create a video screen page. Everyone needs it electronically to create informational web pages. Older EAS En/Dec equipment does not provide a way to send text of the vocal message contained in the alert with original EAS message, but newer EMnet EAS equipment can do this.  Fax is usable, but can cause delays with electronic media outlets because manually typing messages takes time.

RMT: Abbreviation and event code for Required Monthly Test.

RWT: Abbreviation and event code for Required Weekly Test.

Satellite Relay Network System: A relay system or network using satellite (uplinks and downlinks) to communicate the EAS message by more directly connecting the sender and receiver. It speeds communication by using increased bandwidth and eliminating dependence on relayed information from other broadcasters.


State Relay Network: The State Relay Network is a background communications channel that relays Emergency Messages to all Emergency Management and Media Outlets who have available receivers. This network allows direct communication between emergency management officials and media outlets such as broadcasters and cable systems capable of providing the public the emergency message instantly or with minimum delay. This is usually done using radio, microwave communications relay systems, satellite and the Internet; these can be monitored by EAS EN/DEC Equipment.

| MARYLAND (MD) STATE FIPS CODES |
| --- |
| ALL MARYLAND BROADCASTERS/CABLE OPERATORS MUST INCLUDE THE STATE FIPS CODE |

| 024000 This is to receive full State MARYLAND EAS Messages and RMT Event Codes. Plus you should include any of these county codes that are appropriate for your coverage area. | | | | |
|---|---|---|---|---|
| **MARYLAND COUNTY FIPS CODE CHART** | | | | |
| Subdivision Number (Not Used) Use All County | State Number | County Number | County Name | Combined to make FIPS Code: |
| 0 | 24 | 001 | Allegany | 024001 |
| | | 003 | Anne Arundel | 024003 |
| | | 005 | Baltimore | 024005 |
| | | 009 | Calvert | 024009 |
| | | 011 | Caroline | 024011 |
| | | 013 | Carroll | 024013 |
| | | 015 | Cecil | 024015 |
| | | 017 | Charles | 024017 |
| | | 019 | Dorchester | 024019 |
| | | 021 | Frederick | 024021 |
| | | 023 | Garrett | 024023 |
| | | 025 | Harford | 024025 |
| | | 027 | Howard | 024027 |
| | | 029 | Kent | 024029 |
| | | 031 | Montgomery | 024031 |
| | | 033 | Prince George's | 024033 |
| | | 035 | Queen Anne's | 024035 |
| | | 037 | St. Mary's | 024037 |
| | | 039 | Somerset | 024039 |
| | | 041 | Talbot | 024041 |
| | | 043 | Washington | 024043 |
| | | 045 | Wicomico | 024045 |
| | | 047 | Worcester | 024047 |
| **INDEPENDENT CITY and Special FIPS Area Codes in Maryland –** | | | | |
| Subdivision Number (not used) Use All County | State Number | Special Location Number | Location Name | Combined to make FIPS Code |
| 0 | 24 | 510 | Baltimore City | 024510 |
| | | | | |
| | | | | |
| **SPECIAL MARINE AREA FIPS CODES WITHIN MARYLAND** | | | | |
| Subdivision Number (not used) | Marine Area Number | Marine Location Number | Location Identified as: CB=Chesapeake Bay PR= Potomac | Combined to Make the FIPS Code |

| | | | River | |
|---|---|---|---|---|
| 0 | 73 | 530 | C.B. North of Pooles Island | 073530 |
| | | 531 | CB- Pooles Island to Sandy Pt. | 073531 |
| | | 532 | CB-Sandy Pt. to North Beach | 073532 |
| | | 533 | CB- North beach to Drum Point | 073533 |
| | | 534 | CB- DrumPt. MD to SmithPt. VA | 073534 |
| | | 535 | PR- Key Bridge to Indian Pt MD | 073535 |
| | | 536 | PR- Indian Head to Cobb Island | 073536 |
| | | 537 | PR- Cobb Island to Smith Pt VA | 073537 |
| | | 650 | Coastal waters - Fenwick Island, DE to Chincoteague, VA | 073650 |

There may be other Location codes broadcasters may want to cover for adjoining out-of-state locations and Marine interests nearby Annex 9 -Version 4.1 that are not listed here.  It is up to each broadcaster to determine.

## County & Local Emergency Management

| EM/EOC Name: | County and Local Emergency Management Agency Areas of Responsibility- | | |
| --- | --- | --- | --- |
| | Contact Information: | FIPS for Local Responsibility | FIPS for RMT Group |
| <td colspan="4" style="background-color:yellow;text-align:center">Allegany/ Garrett EAS Local Area</td> |
| Allegany County 911/EOC | Allegany County Emergency Management Agency 414 Hudson Avenue<br>Constitution Park<br>P.O. Box 1340 Cumberland, MD 21502 Director: Richard DeVore<br><br>Office: 301-777-5908 Fax: 301-777-8196<br>Email: ddevore@allconet.org | 024001 | 024001 024023 |
| Garrett County Office of Emergency Management | Garrett County Office of Emergency Management<br>311 East Alder Street Oakland, MD 21550<br>Director: Jon Bradley Frantz Office: 301-334-7619 Fax: 301-334-8946 Email: gcem@mail2.gcnet.net | 024023 | 024001 024023 |
| <td colspan="4" style="background-color:yellow;text-align:center">Baltimore Metropolitan EAS Local Area</td> |
| Anne Arundel County EOC | Anne Arundel County Emergency Management Bureau 8501 Veteran's Highway Millersville, MD 21108 Director: Timothy Wilson Office: 410-222-0600<br>Fax: 410-222-8039 Email: Fdweed67@mail.aacounty.org | 024003 | 024003 024005 024013 024027 024510 |
| Baltimore City 911 | Baltimore City Office of Disaster Control and Civil Defense<br>1201 East Cold Spring Lane Baltimore, MD 21239 Director: Richard McKoy Office: 410-396-6175 Fax: 410-532-6125<br><br>Email: richard.mckoy@baltimorecity.gov | 024510 | 024003 024005 024013 024027 024510 |

| | Baltimore County Office of Homeland Security & Emergency Management 700 East Joppa Road, Third Floor Towson, MD 21286-5500 Director: Richard Muth | | 024003 024005 024013 024027 024510 |
|---|---|---|---|
| Baltimore County 911/EOC | Office: 410-887-5996 Fax: 410-832-8515 Email: rmuth@baltimorecountymd.gov | 024005 | |

| County and Local Emergency Management Agency Areas of Responsibility- | | | |
|---|---|---|---|
| EM/EOC Name: | Contact Information: | FIPS for Local Responsibility | FIPS for RMT Group |
| Carroll County 911/EOC | Carroll County Emergency Management Agency Office of Public Safety 225 North Center Street, Room #020 Westminster, MD 21157 Director: George Thomas Office: 410-386-2296 Fax: 410-857-3522 Email: gthomas@ccpl.carr.lib.md.us | 024013 | 024003 024005 024013 024027 024510 |
| Howard County 911 | Howard County Fire and Rescue Office of Emergency Management 6751 Columbia Gateway Drive Fourth Floor Columbia, MD 21046 Battalion Chief: Steve Watts Office: 410-313-6331 Fax: 410-313-3423 Email: swatts@co.ho.md.us | 024027 | 024003 024005 024013 024027 024510 |
| | | | |
| Frederick/Washington EAS Local Area | | | |
| | | | |
| Frederick County 911 | Frederick County Civil Defense & Disaster Preparedness 340 Montevue Lane Frederick , MD 21702 Director: Maj. John (Jack) Markey Office: 301-694-1418 Fax: 301-695-7960 Email: jmarkey@fredco-md.net | 024021 | 024021 024043 |
| Washington County 911 | Washington County Emergency Management Washington County Dept. of Emergency Services 33 West Washington Street Hagerstown, MD 21740 EMA Coordinator: Verna Brown Office: 240-313-2904 Fax: 240-313-2930 Email: | 024043 | 024021 024043 |
| | | | |
| Harford County EAS Local Area | | | |

| EM/EOC Name: | Contact Information: | FIPS for Local Responsibility | FIPS for RMT Group |
|---|---|---|---|
| Harford County 911 | Harford County Division of Emergency Operations 2220 Ady Road Forest Hill, MD 21050-1707 Director: Doug Richmond Office: 410-638-3409 Fax: 410-879-5091<br><br>Email: dwrichmond@co.ha.md.us | 24025 | 24025 |
| | | | |

| County and Local Emergency Management Agency Areas of Responsibility- | | | |
|---|---|---|---|
| EM/EOC Name: | Contact Information: | FIPS for Local Responsibility | FIPS for RMT Group |
| | | | |
| Calvert County EOC | Calvert County Division of Emergency Management Court House 175 Main Street Prince Frederick, MD 20678 Director: Donald Hall<br><br>Office: 410-535-1623 Fax: 410-535-3997 Email: halldf@co.cal.md.us | 024009 | 024009 024017 024037 |
| Charles County 911 | Charles County Department of Emergency Services P.O. Box 2150 200 Baltimore Street La Plata, MD 20646 Director: Donald P. McGuire<br><br>Office: 301-609-3402 Fax: 301-609-3410 Email: mcguired@govt.co.charles.md.us | 02417 | 024009 024017 024037 |
| St. Mary's County 911 | St. Mary's County Emergency Management Agency Emergency Operations Center 23090 Leonard Hall Drive P.O. Box 653 Leonardtown, MD 20650-0653 Director:Phillip Cooper Jr. Office: 301-475-4440 Fax: 301-475-4512<br><br>301-475-4924 Email: phillip_cooper@co.saint-marys.md.us | 024037 | 024009 024017 024037 |
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|---|---|---|---|
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| Caroline County 911/EOC | Caroline County Department of Emergency Management 7 N. First Street Denton, MD 21629 Director: Brian Ebling Office: 410-479-2622 Fax: 410-479-4200<br><br>Email: bcebling@emerg.caroline.md.us | 024011 | 024011<br>024015<br>024029<br>024035<br>024041 |
| Cecil County Dept. ES | Cecil County Department of Emergency Services Court House<br>129 East Main Street, Suite 6 Elkton, MD. 21921 Director: Frank Muller<br><br>Office: 410-996-5350 Fax: 410-398-0536 Email: fmuller@ccgov.org | 024015 | 024011<br>024015<br>024029<br>024035<br>024041 |

| County and Local Emergency Management Agency Areas of Responsibility- | | | |
|---|---|---|---|
| EM/EOC Name: | Contact Information: | FIPS for Local Responsibility | FIPS for RMT Group |
| Kent County 911 | Kent County Emergency Management Agency Unit D, 104 Vickers Drive Chestertown, MD 21620 Director: Robert Rust, Jr. Office: 410-778-3758 Fax: 410-778-4601 Email: swillits@kentgov.org | 024029 | 024011<br>024015<br>024029<br>024035<br>024041 |
| Queen Anne's County 911 | Queen Anne's County 911 P.O. Box 220<br><br>100 Communications Drive Centerville, MD 21617 Director: John Chew<br><br>Office: 410-758-4500 (ext. 1103) Fax: 410-758-2194 Email: jchew@qac.org | 024035 | 024011<br>024015<br>024029<br>024035<br>024041 |
| Talbot County 911/EOC | Talbot County Emergency Management Agency 605 Port Street Easton, MD 21601 Director: William Mullikin Office: 410-770-8160 Fax: 410-770-8163 Email: mullikin@tlbgov.org | 024041 | 024011<br>024015<br>024029<br>024035<br>024041 |
| | | | |

Lower Eastern Shore and Dorchester County EAS Local Areas

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|---|---|---|---|
| | | | |
| Dorchester County 911/EOC | Dorchester County Emergency Management Agency 829 Fieldcrest Road Cambridge, MD 21613 Director: Wayne Robinson Office: 410-228-1818 Fax: 410-228-1216 Email: wrobinson@docognet.com | 024019 | 024019 024039 024045 024047 |
| Ocean City 911 | Ocean City Office of Emergency Management P.O. Box 158 6501 Coastal Highway Ocean City, MD 21843-0158 Director: Richard "Buzzy" Bayles Office: 410-723-6646 Fax: 410-723-6962 Email: bbayles@ococean.com | 024047 | 024019 024039 024045 024047 |
| Somerset County 911/EOC | Somerset County Department of Emergency Services 11916 Somerset Avenue Princess Anne, MD 21853 Director: Steven Marshall Office: 410-651-0707 Fax: 410-651-3350 Email: smarshall@co,somerset.md.us | 024039 | 024019 024039 024045 024047 |

| County and Local Emergency Management Agency Areas of Responsibility- | | | |
|---|---|---|---|
| EM/EOC Name: | Contact Information: | FIPS for Local Responsibility | FIPS for RMT Group |
| Wicomico County 911/EOC | Wicomico County Emergency Management Agency Public Safety Complex 411 Naylor Mill Road, Suite 200 Salisbury, MD 21801 Director: Sandra Wheatley Office: 410-548-4921 Fax: 410-548-4932 Email: swheatley@wicomicocounty.org | 024045 | 024019 024039 024045 024047 |
| Worcester County 911 | Worcester County Emergency Services 1 West Market Street Court House, Room L14 Snow Hill, MD 21863 Director: Teresa Owens Office: 410-632-1311 Fax: 410-632-2141 Email: towens@co.worcester.md.us | 024047 | 024019 024039 024045 024047 |
| | | | |
| Washington DC Metropolitan EAS Local Area (Maryland Counties) | | | |

| | | | |
|---|---|---|---|
| Montgomery County Fire 911 | Montgomery County Fire 911 Box 4117<br><br>Gaithersburg, MD 20885-4117 Coordinator: Mike Krumlauf, CEM Office: 240-777-2325 Fax: 240-777-2345<br>Email: MikeKrumlauf@MontgomeryCountyMD.gov | 024031 | 024031<br>024033 |
| Prince George's County EOC | Prince George's County Office of Emergency Preparedness 6820 Webster Street, Suite 113 Landover, MD 20784 Director: Reggie Parks Office: 301-583-1899 Fax: 301-583-1986<br><br>Email: raparks@co.pg.md.us | 024033 | 024031<br>024033 |

## SECC Members

| Position Title: | Name: | Contact Information: |
|---|---|---|
| CO-CHAIRS: | Hank Volpe | WBAL AM, TV, and WIYY FM 3800 Hooper Avenue Baltimore, MD 21211 V: 410-338-6455 hvolpe@hearst.com |
| | Chip Weinman | Maryland, D.C., Delaware Broadcasters Assn. 106 Old Court Road  Suite 300 Baltimore, Maryland 21208 V: 410-653-4122 cweinman@mdcd.com |
| MEMBERS: | Warren Campbell | Maryland Emergency Management Agency 5401 Rue Saint Lo Drive Reisterstown, MD 21136 V: 877-636-2862 F: 410-517-3610 wcampbell@mema.state.md.us |
| | Ken Evans | WMDT-TV47 P.O. Box 4009  - 202 Downtown Plaza Salisbury, MD 21803 V: 410-742-4747 F: 410-742 5767 ken_evans@wmdt.com |
| | David R. Johnson | Technical Investigation Section Maryland State Police Columbia, MD V: 410-290-1620 drjohnson@mdsp.org |
| | David Manning | NOAA NWS Sterling 44087 Weather Service Road Sterling, Va. 20166 V: 703-260-0107 F: 703-260-0809 david.manning@noaa.gov |
| | Rick Otradovec | Comcast Cable Communications, Inc. Atlantic Division 11800 Tech Road Silver Spring, MD 20904 V: 301-625.3524 F: 301.625.3575 Rick_otradovec@cable.comcast.com |
| | Arron Rehkoph | WPOC, WSMJ, WCAO Clear Channel Radio 711 W. 40th Street Suite 350 Baltimore, MD 21211 V: 410-554-1898 F: 410-235-3899 arehkopf@wpoc.com |
| | Mark Demski | Baltimore County Office of Homeland Security and Emergency Management 700 E. Joppa Rd. Towson, MD 21286 410-887-8787 FAX : 410-832-8515 mdemski@baltimorecountymd.gov |

| | Fred Willard | WFDC, WMDO, Univision 962 Wayne Avenue Suite 900 Silver Spring, MD 20910 V: 301-589-0030 F: 410-486-7354 fwillard@univision.net |
|---|---|---|
| | | |
| TECHNICAL ADVISOR | Henry Black | Maryland Emergency Management Agency 5401 Rue Saint Lo Drive Reisterstown, MD 21136-4541 V: 877-636-2872 F: 410-517-3610 hblack@mema.state.md.us |
| | | |