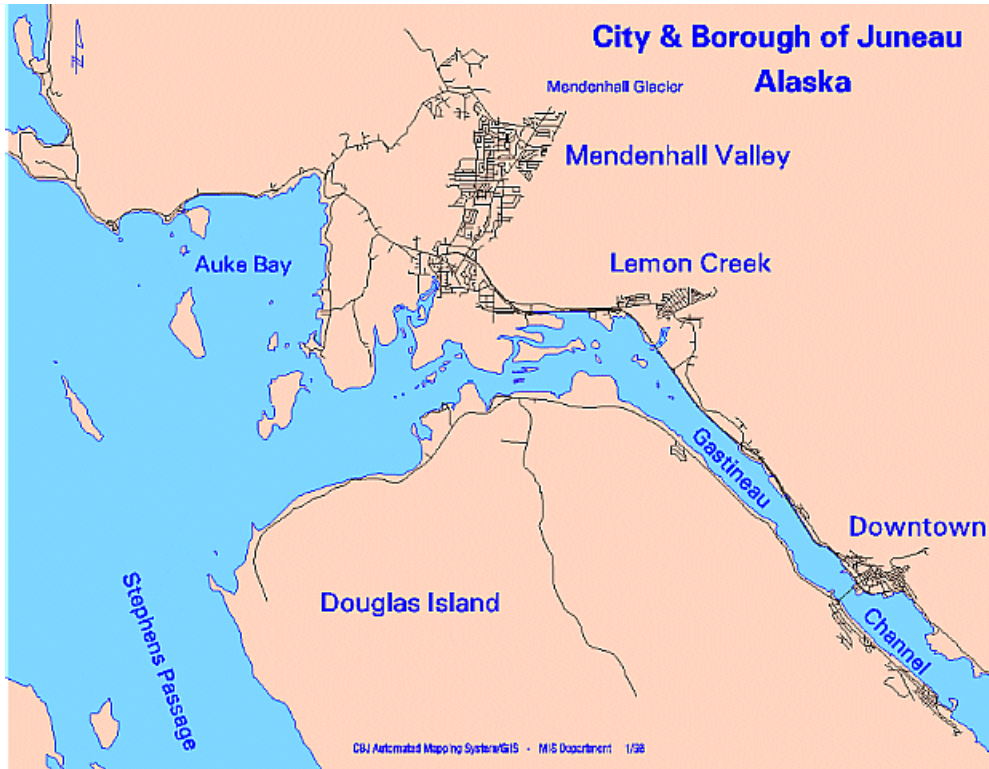


**EMERGENCY ALERT SYSTEM (EAS)
PROCEDURES FOR THE**

JUNEAU LOCAL AREA



I. INTRODUCTION

This Emergency Alert System (EAS) Local Area Plan was developed by the Juneau Local Area Emergency Communications Committee in cooperation with local broadcast and cable operators, the National Weather Service, and the City and Borough of Juneau. The Plan outlines the methods used to disseminate emergency information and warning to the general public in the Juneau EAS Local Area or any portion thereof, within the broadcast coverage and cable system service areas, at the request of local, State and Federal officials. This local EAS plan may be activated in response to common local emergency situations such as power outages, floods, civil disorders, earthquakes, heavy snows, toxic chemical 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 and Regulations.

II. AUTHORITY

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

A WORD OF CAUTION: The Emergency Management/Services community has acquired a valuable new tool in gaining direct access to all area broadcasters and subject cable operators via the EAS. However, **if not used prudently, you put yourself in danger of losing this tool. Broadcasters and cable operators are expecting the EAS to be used only for very serious emergencies.** Keep in mind two things. First, some broadcasters and cable operators have their EAS decoders set on Automatic Mode. There will be no one there to screen your message and decide if it should be aired. They are depending on you to **send an EAS Alert only for a very serious emergency.** The first time you trigger the system for a frivolous event, you will **lose** the confidence of your area broadcasters and cable operators. The second thing to remember is that broadcasters and cable operators participate in the local level EAS on a **voluntary** basis. No one can force them to carry out your EAS Alerts. Maintain a good relationship with your local broadcasters and cable operators, and they will come through for you in a crisis.

III. KEY EAS SOURCES

A. Local Primary Source (LP-1)

Location	KINY-AM 800 KHz
EAS Codes in Encoder/Decoder	See Annex D
EAS Monitoring Assignments	ARCS, NWS, KTOO
Contact	Dominick Pannone c: 907-957-6214
Telephone	907-586-3630
Unlisted Telephone	
Hours of Operation	24 hrs / 7days (Unattended 12:00 AM to 3:00 AM / Weekends 4:00 PM to 6:00 AM)
Communications Facilities	3161 Channel Drive
Administrative E-mail	Dominick@abcstations.com

B. Local Primary Source (LP-2)

Location	KTOO – FM 104.3 MHz
EAS Codes in Encoder/Decoder	See Annex D
EAS Monitoring Assignments	KINY, NWS, ARCS
Contact	Bill Legere w: 907-586-6406 h: 907-790-2025 c: 907-723-9011
Telephone	907-586-1670
Unlisted Telephone	
Hours of Operation	24 hrs / 7 days (Unattended 12:00 AM to 5:00 AM)
Communications Facilities	360 Egan Drive
Administrative E-mail	bill@ktoo.org

C. Local Primary Source (LP-3)

Location	NOAA Weather Radio 162.400 MHz -162.55 MHz Primary
EAS Codes in Encoder/Decoder	See Annex D
EAS Monitoring Assignments	N/A
Contact	Joel Curtis w: 790-6803 h: 789-7855 c: 723-2326
Telephone	907-790- 6824 24 / 7 Forecast Desk
Unlisted Telephone	
Hours of Operation	24 hrs / 7 days
Communications Facilities	8500 Mendenhall Loop Road
Administrative E-mail	Joel.curtis@noaa.gov

IV. IMPLEMENTATION

The following procedures should be used to implement EAS alerts.

A. Procedures for Designated Officials

1. Activation Request

Request activation of the EAS facilities through the NWS Juneau Forecast Office via phone or other available communications facilities. The Juneau Forecast Office may call back the requesting agency to verify authenticity of the request.

In the event the NWS Juneau Forecast office cannot activate the EAS facilities, request activation of the EAS facilities through the LP-1 or LP-2 via phone or other available communications facilities.

2. Contact Format

Designated officials 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 Juneau area because of (Description of emergency)."

3. Details of Transmission

Designated officials and/or 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.

4. Lines of Communication

Keep line of communication open if necessary.

5. Specific Area Activation

For a unique emergency not involving the entire Juneau local area, local authorities may request activation of the EAS through the broadcast station and cable system serving only the affected area.

B. Procedures for Broadcast and Cable System Personnel

1. LP-1 Response to EAS Alert

Upon receipt of a request to activate the local EAS from appropriate authority, the LP-1 (or alternate LP-2) may proceed as follows:

a. ANNOUNCEMENT

Broadcast the following announcement:

"WE INTERRUPT THIS PROGRAM BECAUSE OF A LOCAL EMERGENCY. IMPORTANT INFORMATION WILL FOLLOW."

b. TRANSMISSION OF EAS CODES

Transmit the EAS header codes and Attention Signal.

c. ANNOUNCEMENT

Transmit the following announcement and material:

"WE INTERRUPT THIS PROGRAM TO ACTIVATE THE EMERGENCY ALERT SYSTEM FOR THE JUNEAU LOCAL AREA BECAUSE OF A LOCAL EMERGENCY. IMPORTANT INSTRUCTIONS WILL FOLLOW."

*** Follow with emergency program ***

d. TERMINATION

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. END-OF-MESSAGE CODE

Transmit the EAS End of Message (EOM) code.

Important Note: For State and local emergencies, broadcasters and cable operators have the option of transmitting only the EAS header and EOM codes without an audio emergency message. This is acceptable so that EAS coded messages can be unobtrusively relayed through areas unaffected by the emergency.

2. *Procedures for Monitoring Stations and Cable Systems*

All other broadcast stations and cable systems are monitoring key sources via EAS monitor receiver/decoders 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.

3. *Responsibility to Provide Confirmed Information*

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. Resume Normal Programming

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.

V. TESTS

Closed-circuit Required Weekly Tests are sent by each participating radio, television, cable system, and the National Weather Service. In addition, the Juneau LECC will schedule a “live” test of the EAS system for the Juneau area annually (utilizing the CEM “Civil Emergency Message” or other local event code).

VI. ANNEXES

ANNEX A List of designated officials
ANNEX B Approvals
ANNEX C List of EAS codes transmitted by key EAS sources
ANNEX D List of broadcast stations and cable systems
ANNEX E..... Juneau Area Local Emergency Communications Committee
ANNEX F..... Acronyms

OPERATOR PLEASE POST

ANNEX A

DESIGNATED OFFICIALS AUTHORIZED TO ACTIVATE THE JUNEAU AREA EAS

City Manager, City and Borough of Juneau
Deputy City Manager, City and Borough of Juneau
Emergency Programs Manager, City and Borough of Juneau
Chief or Acting Chief, Capital City Fire Rescue
Chief or Assistant Chief, Juneau Police Department
Meteorologist in Charge or designee, National Weather Service Forecast Office Juneau
Emergency Coordinator, Alaska Electric Light & Power

Note: The Juneau Forecast Office may call back the requesting agency to verify authenticity of the request.

ANNEX B

APPROVALS

This Juneau EAS Local Area plan was developed and approved by the Juneau EAS Local Emergency Communications Committee.

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

_____ Bill Legere Juneau LECC Chair	_____ Date
_____ Warren Russell GCI Cable	_____ Date
_____ Tom Ainsworth National Weather Service	_____ Date
_____ Rod Swope City and Borough of Juneau	_____ Date
_____ Scott Willis Alaska Electric Light and Power	_____ Date

ANNEX C

RECOMMENDED AND APPROVED LIST OF RECOGNIZED LOCAL EAS CODES FOR THE JUNEAU AREA

Key EAS Source (County FIPS #)	ORG - Originator	EEE - Event
Local Codes		
002110	CIV/WXR	CEM Civil Emergency Message
002110	CIV/WXR	HMW Hazardous Materials Warning
002110	CIV/WXR	TOE 911 Telephone Outage Emergency
Weather Codes		
002110	WXR	BZW Blizzard Warning
002110	WXR	AVW Avalanche Warning
002110	WXR	HWW High Wind Warning
002110	WXR	CFW Coastal Flood Warning
002110	WXR	TOR Tornado Warning
002110	WXR	FFA Flash Flood Watch
002110	WXR	FFW Flash Flood Warning
002110	WXR	FLW Flood Warning
002110	WXR	SVR Severe Thunderstorm Warning
002110	WXR/CIV	TSW Tsunami Warning
State Codes		
002000	CIV/WXR	TSW Tsunami Warning
002000	CIV	CAE Child Abduction Emergency (Amber Alert)
002000	CIV	RMT Required Monthly Test
002000	CIV/WXR	ADR Administrative Message
National/Presidential Codes		
002000	EAN	EAN Emergency Action Notification (National Only)
002000	EAN	EAT Emergency Action Termination (National Only)

ANNEX D

JUNEAU AREA BROADCAST STATIONS AND CABLE SYSTEMS

Owner: Alaska Broadcast Communications, Inc. Stations: KTKU-FM 105.1, KJNO-AM 630, KINY-AM 800 (LP-1), KSUP-FM 106.3, KXLJ-AM 1330, KXLJ-TV 24 Address: 3161 Channel Drive, Suite 2, Juneau, AK 99801 Phone: 907-586-3630
Owner: Capital Community Broadcasting, Inc. Stations: KTOO-FM 104.3 (LP-2), KTOO-TV3, KXLL-FM 100.7, KRNN-FM 102.7 Address: 360 Egan Drive, Juneau, AK 99801-1748 Phone: 907-586-1670
Owner: GCI Cable, Inc. Stations: GCI Cable Television Address: 8390 Airport Road, Suite 101 Juneau, AK 99801 Phone: 907-586-3320
Owner: KATH -TV Stations: KATH-TV5 Address: 1107 West 8 th , Suite 1, Juneau, AK 99801 Phone: 907-586-8384
Owner: Coastal Television Stations:KJUD-TV8 Address: 175 South Franklin Street, Juneau, AK 99801 Phone: 907-586-3145
Owner: Gastineau Broadcasting Corporation Stations: KBJZ-LPFM 94.1 Address: PO Box 20247, Juneau, AK 99801 Phone: 907-586-3941

ANNEX E

JUNEAU AREA LOCAL EMERGENCY COMMUNICATIONS COMMITTEE

<p>Bill Legere, Chair KTOO office: 907-586-1670 cell: 907-723-9011 bill@ktoo.org</p>
<p>Tom Mattice, Emergency Programs Manager City and Borough of Juneau office: 907-586-0419 cell: 907-209-9207 tom_mattice@ci.juneau.ak.us</p>
<p>Joel Curtis National Weather Service office: 907-790-6803 joel.curtis@noaa.gov</p>
<p>Tom Ainsworth National Weather Service office: 907-790-6804 tom.ainsworth@noaa.gov</p>
<p>Chief Rich Etheridge Capital City Fire Rescue office: 907-586-0251 cell: 907-723-4420 rich_etheridge@ci.juneau.ak.us</p>
<p>Chief Greg Browning Juneau Police Department office: 907-586-0677 gbrowning@juneaupolice.com</p>
<p>Warren Russell GCI Cable office: 907-463-1444 cell: 907-723-5139 wjrussell@gci.com</p>
<p>Rob Knorr GCI Cable office: 907-523-3274 cell: 907-723-8834 rknorr@gci.com</p>
<p>Scott Willis Alaska Electric Light and Power office: 907-463-6396 scott.willis@aelp.com</p>
<p>Mikko Wilson KATH-TV office: 907-586-8384 cell: 907-321-8387 mikko@kath.tv</p>

ANNEX F

ACRONYMS

C.F.R.	Code of Federal Regulations
CBJ	City and Borough of Juneau
EAS	Emergency Alert System
EOM	End of Message
FCC	Federal Communications Commission
LECC	Local Emergency Communications Committee
LP-(1,2,3)	Local Primary (1,2,3)
NWS	National Weather Service
U.S.C.	United States Code