STATE OF LOUISIANA

# EMERGENCY ALERT SYSTEM (EAS) OPERATIONAL PLAN

REVISED 03/02/17

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## Approvals and Concurrences

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## PURPOSE

The purpose of this document is to establish and provide procedures for the broadcast and cable services and designated government officials of Louisiana to disseminate emergency information and instructions in threatened or actual emergencies to alert the public of national, state and local emergencies, and to provide communications services during an emergency.

## 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) as pertains to day-to-day emergency operations.

## INTRODUCTION

These procedures were prepared by the Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP); Louisiana State Emergency Communications Committee (SECC); the Federal Communications Commission; the National Weather Service in Slidell, Lake Charles, Shreveport, and Jackson MS; State and local officials; and the broadcasters and cable operators of Louisiana. It provides background data and prescribes specific procedures for the broadcast and cable media to issue emergency information and warning to the general public in Louisiana or any portion thereof within the broadcast coverage and cable system service area, at the request of designated State and Federal government officials.

Acceptance of, or participation in this plan shall not be deemed to prohibit a licensee or cable operator from exercising his independent discretion and responsibility in any given situation. The concept of management of each broadcast station or cable system to exercise discretion regarding the transmission of emergency messages and instructions to the general public is provided by the FCC Rules and Regulations, Part 11. Broadcast stations and cable systems originating emergency communication shall be deemed to have conferred rebroadcast authority as specified in Section 11.54(d).

Detailed procedures, agreed upon by the broadcast and cable industries and the local area governments, which will permit designated government officials to issue local emergency messages and instructions, via the EAS in threatened or actual emergencies, are attached to this plan as individual appendices for each EAS local Area.

## GENERAL CONSIDERATIONS

The listening and viewing habits of the public are inherent factors of consideration and are conducive to the positive effectiveness of the EAS. The instinctive reaction of the average person is to turn on his radio or television set.

However, continuing public education is required to increase public awareness of the Louisiana EAS as an established medium for the receipt and distribution of emergency information to the general public at the local, state, and national levels.

## DEFINITIONS

An EMERGENCY: A situation posing an extraordinary threat to the safety of life and property. Examples are, but not limited to natural situations such as: tornadoes, flash floods, icing conditions, heavy snows, widespread fires: and manmade situations such as: discharge of toxic gases, widespread power failures, industrial explosions, civil disorders, terrorism related and nuclear incidents.

AMBER Plan: The Amber Alert Plan provides procedures to disseminate accurate information about the disappearance of children. AMBER plans use broadcasters' EAS equipment to relay information concerning the abducted child quickly in order that the public be aware of the abductions and can assist in locating the child. The Louisiana Amber Alert Plan is referenced as an attachment to this plan.

SEVERE WEATHER WATCH: A severe weather WATCH indicates that the probabilities of a particular severe weather storm are high, and is an alert to the public of such severe weather conditions.

SEVERE WEATHER WARNING: A severe weather WARNING indicates that a particular severe weather storm has actually been sighted in an area or indicated by radar, and serves notice to the public that severe weather conditions are almost certain to occur.

DESIGNATED GOVERNMENT OFFICIALS: The person or persons designated by governments signatory to this procedure to request activation of the EAS and to make emergency announcements (see Annex A).

## CONCEPT OF OPERATIONS

The Louisiana EAS Plan will use the resources of the national Primary Entry Point (PEP) station located in New Orleans, the National Weather Services, and the web of State Relay (SR) stations and Local Primary (LP) stations throughout the state to disseminate emergency messages to the public. The Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) Emergency Operations Center (EOC) is the primary source for emergency messages from the Governor or other designated state officials. GOHSEP is located in a facility in Baton Rouge with backup power and 24-hour staff operations.

National emergency messages will be disseminated across the state through the Primary Entry Point station in New Orleans (WWL/AM). The station is a hardened site with direct communications with the Federal Government through phone lines installed and maintained by the Federal Emergency Management Agency (FEMA).

State Relay (SR) responsibilities for disseminating National and State emergency messages are provided by eleven (11) broadcast stations and the National Weather Service. Louisiana Public Broadcasting (LPB) provides a secondary relay path to the same State Relay stations.

### Preparedness

1. Broadcasters, cable operators and State and Parish Emergency Managers should become familiar with the Emergency Alert System.

2. Statewide tests of the Louisiana Emergency Alert System will be conducted monthly to assure the successful operation of the system. Tests will be initiated by the broadcast chair of the State Emergency Communications Committee, Office of Homeland Security & Emergency Preparedness and State Police.

3. Local Primary 1 and 2 (LP-1 & LP-2) designated stations should conduct or participate in the Required Monthly Tests of the Emergency Alert System, as scheduled.

4. Local Primary (LP-1) stations and Local Primary (LP-2) stations should continuously monitor their designed monitoring assignments to ensure the relay path remains operational.

## Response

1. The Louisiana EAS is activated by a request from authorized officials to the State's EAS State
2. Primary (SP) sources or the Louisiana State Police (for Amber Alert). The SP sources, WFMF in Baton Rouge, Louisiana and are key with respect to activation of the EAS at the State level. All Local Primary (LP) sources in each EAS Local Area and State Relay (SR) sources should monitor the above SP sources. See Annex **F** for station monitoring assignments.

3. GOHSEP, LSP, NWS, or Parish Emergency Management shall activate the EAS system as soon as the jurisdiction determines the need to submit an alert message to the public.

4. Local Primary (LP-1) stations and Local Primary (LP-2) stations should continuously monitor their designated Analog and Digital monitoring assignments to ensure the relay path remains operational.

5. All stations should continuously poll the FEMA server at apps.fema.gov

## General Procedures

When a severe weather WATCH is issued by the National Weather Service (NWS) for the State of Louisiana, stations and cable systems in Louisiana can receive hard copy of the WATCH over any of the following networks: NOAA Weather Wire.

When a severe weather WARNING is issued by the NWS for the State of Louisiana, the NWS or a GOHSEP official will notify the SP sources (WFMF/WJBO) through NOAA Weather Radio, telephone, telephone hotline, or 700 MHz radio, etc.

When a statewide emergency exists, the Governor or a designated official from the list provided to broadcasters and cable operators will determine whether or not to request activation of the Louisiana EAS through the State Primary sources.

For unique emergency situations not involving the entire state, authont1es may request EAS activation through the Local Primary (LP) source serving the affected EAS Local Area.

The Louisiana State Emergency Communications Committee and the Governor's Office of Homeland Security & Emergency Preparedness will issue a list of authorized officials and authentication procedures for requesting activation of the Louisiana EAS (see Annexes A and B). These are published on a need to know basis.

## *GOHSEP COMMUNICATIONS BETWEEN THE NATIONAL WEATHER SERVICE IN SLIDELL AND THE BROADCAST CABLE FACILITIES OF LOUISIANA*

1. Commercial telephone and NAWAS Hotlines exists between the Louisiana Governor's Office of Homeland Security & Emergency Preparedness, the NWS in Louisiana, and the broadcast and cable facilities of the state.

**Telephone Numbers**

| | |
|---|---|
| State Primary (SP) source (WFMF) | 225-930-9942 |
| Governor's Office | 225-342-8006 |
| Governor's Office of Homeland Security & Emergency | 225-925-7500 |
| National Weather Service, Slidell | 985-649-0357 |
| National Weather Service, Lake Charles | 337-477-5285 |
| National Weather Service, Shreveport | 318-636-7345 |
| National Weather Service, Jackson, MS | 601-936-2189 |

2. Contact via a dedicated hotline between the Governor's Office of Homeland Security & Emergency Preparedness Emergency Operating Center (EOC) and the SP source at WFMF/WJBO.

**IMPLEMENTATION**

A. Procedures for Activating Officials

1. Request activation of the EAS facilities through (WFMF/WJBO), the (State Primary sources), using prearranged authentication procedures (see Annex B) as soon as possible
2. Determine the program details (i.e., live or recorded, immediate or delayed) with broadcast and cable personnel
3. It is recommended that government officials use the following format when delivering the emergency announcement. The format is deliberately general in nature to allow for the uniqueness of each emergency situation, yet broad enough to insure completeness. The audio emergency message cannot be more than two minutes long
   a. This is (e.g.,_____, (Director) of _____(example: GOHSEP)
      *(name/title)* *(jurisdiction)*
      with a request to activate the Louisiana Emergency Alert System. "I authenticate as follows: (SEE ANNEX B)."
   b. Situation summary (describe the nature of the emergency)
   c. Instructions or message to the public
   d. Actions being taken by state and/or local government(s)
4. Issue Louisiana EAS Termination (the termination will be automatically issued by the encoder once the message is completed)
5. Messages should be less than 2 minutes in length. If the message to be transmitted exceed the two minute criteria, prepare one or more additional messages, each less than two minutes, and submit each additional message following the preceding one.

B. Procedures for Broadcast stations and Cable systems

1. Upon receipt of a request to activate EAS at the state level, the operator at WFMF (State Primary source) will authenticate (see Annex B) and if possible begin recording all emergency messages and proceed as follows:
   a. Transmit the following announcement: *"WE INTERRUPT THIS PROGRAM BECAUSE OF A STATE EMERGENCY. IMPORTANT INFORMATION WILL FOLLOW."*

b. Transmit the Emergency Alert System header codes and Attention Signal: (FCC Regulations, Section 11.51)

c. Transmit the following announcement: *"WE INTERRUPT THIS PROGRAM TO ACTIVATE THE LOUISIANA EMERGENCY ALERT SYSTEM AT THE REQUEST OF* ***GOHSEP*** *AT* ***4:00 p.m.***
***(authority)*** ***(time)***

d. Make the emergency announcement. Repeat as necessary and include the source of information and time received.

2. Each broadcast station and cable system, upon receipt of a State level emergency action notification will, at the discretion of management, perform the same procedures as outlined in B.1. above, including recording all emergency messages.

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

4. Upon completion of the above transmission procedures, resume normal programming. Appropriate notations should be made in station and cable records and logs of all significant events. These records should be carefully preserved in the event they are required at some later date (FCC regulations, Section 11.55). Stations and cable systems may send a very brief summary to the FCC for information purposes.

**EMERGENCY ALERT SYSTEM (EAS) CHECKLIST FOR BROADCAST STATIONS AND CABLE SYSTEMS:**

This is a recommended semi-annual checklist to be used by Broadcast and Cable System stations.

_____
*Your EAS Monitoring Assignments*

**Your Local Area**

_____ 1. All personnel trained in EAS procedures and in the use of EAS equipment

_____ 2. EAS encoders and decoders installed and operational

_____ 3. Correct assignments monitored according to FAS State or Local Area plans

_____ 4. Weekly and monthly EAS tests received and logged

_____ 5. Weekly and monthly EAS test transmissions made and logged

_____ 6. FAS Operating Handbook immediately available

_____ 7. Copies of EAS State and Local Area plans immediately available

_____ 8. Copy of the FCC EAS Rules and Regulations (Part 1 I) and, if appropriate, AM station emergency operations (Section 73.1250) available

## ANNEX A

## LIST OF OFFICIALS DESIGNATED TO ACTIVATE THE LOUISIANA EAS

Governor, State of Louisiana

Director, Louisiana Governor's Office of Homeland Security & Emergency Preparedness

Louisiana State Police

National Weather Service, Slidell, LA

National Weather Service, Lake Charles, LA

National Weather Service, Shreveport, LA

National Weather Service, Jackson, MS

## ANNEX B

## AUTHENTIFICATION PROCEDURES TO BE USED TO ACTIVATE THE EAS

The authentication to be used for activation will be determined by the management of the State Primary Source and concerned officials. One method is to call back the appropriate number to authenticate the receipt of an EAS message delivered to the EAS system via fax or other source from the State EOC.

*Note: National Weather Service (NWS) warnings received via NOAA Weather Radio, NOAA Weather Wire do not need additional authentication.*

## ANNEX C

## STATE EAS BROADCAST STATION INFORMATION

| CITY | STATION | TELEPHONE NUMBER |
|---|---|---|
| New Orleans | WLMG/WWL | 504-593-6376 |
| Baton Rouge | WFMF | 225-231-1860 |
| Lake Charles | KNGT | 337-433-1641 |
| Lafayette | KTDY | 337-233-6000 |
| Shreveport | KRUF | 318-683-5053 |
| Alexandria | KQID | 318-445-1234 |
| | KZMZ | |
| Monroe | KNOE | 318-388-2323 |
| Ruston | KXKZ | 318-255-5000 |
| Crowley | KAJN | 337-783-1560 |

## ANNEX D

## EMERGENCY ALERT SYSTEM EVENT CODES

**EAS Event (NWR-SAME) Codes**

| Weather-Related Events | NWR-SAME Code | Status |
|---|---|---|
| Blizzard Warning | BZW | Operational |
| Coastal Flood Watch | CFA | Operational |
| Coastal Flood Warning | CFW | Operational |
| Dust Storm Warning | DSW | Operational |
| Extreme Wind Warning | EWW | Operational |
| Flash Flood Watch | FFA | Operational |
| Flash Flood Warning | FFW | Operational |
| Flash Flood Statement | FFS | Operational |
| Flood Watch | FLA | Operational |
| Flood Warning | FLW | Operational |
| Flood Statement | FLS | Operational |
| High Wind Watch | HWA | Operational |
| High Wind Warning | HWW | Operational |
| Hurricane Watch | HUA | Operational |
| Hurricane Warning | HUW | Operational |
| Hurricane Statement | HLS | Operational |
| Severe Thunderstorm Watch | SVA | Operational |
| Severe Thunderstorm Warning | SVR | Operational |
| Severe Weather Statement | SVS | Operational |
| Special Marine Warning | SMW | Operational |
| Special Weather Statement | SPS | Operational |
| Storm Surge Watch | SSA | Operational |
| Storm Surge Warning | SSW | Operational |
| Tornado Watch | TOA | Operational |
| Tornado Warning | TOR | Operational |
| Tropical Storm Watch | TRA | Operational |
| Tropical Storm Warning | TRW | Operational |
| Tsunami Watch | TSA | Operational |
| Tsunami Warning | TSW | Operational |
| Winter Storm Watch | WSA | Operational |
| Winter Storm Warning | WSW | Operational |



| Non-Weather-Related Events | NWR-SAME Code | Status |
|---|---|---|

| | | |
|---|---|---|
| | **National Codes Required** | |
| Emergency Action Notification | EAN | Not currently implemented on NWR |
| National Information Center | NIC | Operational |
| | **State and Local Codes - Optional** | |
| Avalanche Watch | AVA | Operational |
| Avalanche Warning | AVW | Operational |
| Child Abduction Emergency | CAE | Operational |
| Civil Danger Warning | CDW | Operational |
| Civil Emergency Message | CEM | Operational |
| Earthquake Warning | EQW | Operational |
| Evacuation Immediate | EVI | Operational |
| Fire Warning | FRW | Operational |
| Hazardous Materials Warning | HMW | Operational |
| Law Enforcement Warning | LEW | Operational |
| Local Area Emergency | LAE | Operational |
| 911 Telephone Outage Emergency | TOE | Operational |
| Nuclear Power Plant Warning | NUW | Operational |
| Radiological Hazard Warning | RHW | Operational |
| Shelter in Place Warning | SPW | Operational |
| Volcano Warning | VOW | Operational |
| **Administrative Events** | **NWR-SAME Code** | **Status** |
| Administrative Message | ADR | Operational |
| National Periodic Test | NPT | Not currently implemented on NWR |
| Network Message Notification | NMN | Not currently implemented on NWR |
| Practice/Demo Warning | DMO | Operational |
| Required Monthly Test | RMT | Operational |
| Required Weekly Test | RWT | Operational |

## ANNEX E

## PARISHES WITHIN LOCAL AREAS AND THE CORRESPONDING FIPS CODES ("L CODES")

| ALEXANDRIA: | "L CODE" |
|---|---|
| Avoyelles | 022009 |
| Catahoula | 022025 |
| Concordia | 022029 |
| Grant | 022043 |
| La Salle | 022059 |
| Rapides | 022079 |
| Vernon | 022115 |
| Winn | 022127 |

| BATON ROUGE: | "L CODE" |
|---|---|
| Ascension | 022005 |
| East Baton Rouge | 022033 |
| East Feliciana | 022037 |
| Iberville | 022047 |
| Livingston | 022063 |
| Pointe Coupee | 022077 |
| St. Helena | 022091 |
| West Baton Rouge | 022121 |
| West Feliciana | 022125 |

| LAFAYETTE: | "L CODE" |
|---|---|
| Acadia | 022001 |
| Evangeline | 022039 |
| Iberia | 022045 |
| Lafayette | 022055 |
| St. Landry | 022097 |
| St. Martin | 022099 |
| St. Mary | 022101 |
| Vermillion | 022113 |

| LAKE CHARLES: | "L CODE" |
|---|---|
| Allen | 022003 |
| Beauregard | 022011 |
| Calcasieu | 022019 |
| Cameron | 022023 |
| Jefferson Davis | 022053 |

| NEW ORLEANS: | "L CODE" |
|---|---|
| Assumption | 022007 |
| Jefferson | 022051 |
| Lafourche | 022057 |
| Orleans | 022071 |
| Plaquemines | 022075 |
| St. Bernard | 022087 |
| St. Charles | 022089 |
| St. James | 022093 |
| St. John the Baptist | 022095 |
| St. Tammany | 022103 |
| Tangipahoa | 022105 |
| Terrebonne | 022109 |
| Washington | 022117 |

| NORTHEAST LOUISIANA (MONROE): | "L CODE" |
|---|---|
| Caldwell | 022021 |
| East Carroll | 022035 |
| Franklin | 022041 |
| Jackson | 022049 |
| Lincoln | 022061 |
| Madison | 022065 |
| Morehouse | 022067 |
| Ouachita | 022073 |
| Richland | 022083 |

| | |
|---|---|
| Tensas | 022107 |
| Union | 022111 |
| West Carroll | 022123 |

| **SHREVEPORT:** | **"L CODE"** |
|---|---|
| Bienville | 022013 |
| Bossier | 022015 |
| Caddo | 022017 |
| Claiborne | 022027 |
| De Soto | 022031 |
| Natchitoches | 022069 |
| Red River | 022081 |
| Sabine | 022085 |
| Webster | 022119 |

| **LOUISIANA:** | **"L CODE"** |
|---|---|
| All Parishes | 022000 |

*THIS CODE RESERVED FOR WFMF-FM (SP). ALL OTHER STATIONS AND CABLE SYSTEMS ARE TO PROGRAM THE CODES FOR THEIR LOCAL AREAS TO WHICH THEY ARE ASSIGNED.*

***NOTE:*** *IF A STATION OR CABLE SYSTEM IS UNABLE TO MONITOR THEIR ASSIGNMENT AND CAN RECEIVE AN LP-1 FROM OUTSIDE THEIR LOCAL AREA OR STATE, THE LP-1 IN THAT LOCAL AREA SHOULD INCLUDE THE FIPS CODE FOR THAT PARISH IN THEIR PROGRAMMING. THIS CHANGE IN MONITORING ASSIGNMENT SHOULD BE APPROVED BY THE LECC, SECC, AND FCC.*

**EXPLANATION OF "L" CODES:**

| | |
|---|---|
| (0) | ENTIRE PARISH FIPS CODE |
| (22) | LOUISIANA FIPS CODE |
| (000) | PARISH FIPS CODE |

**ANNEX F**
**STATE OF LOUISIANA EMERGENCY ALERT SYSTEM MONITORING ASSIGNMENTS**
(Not listed in order of priority)

**Broadcast Station and Cable System Designations**
(SP) State Primary
(SR) State Relay
(LP-1) Local Primary I
(LP-2) Local Primary 2
(PN) Participating National
(PEP) Primary Entry Point
(PEPR) Primary Entry Point Relay
(LA) Local Area
(SPA) STATE PRIMARY AUXILIARY

**STATE NETWORK:**
**WFMF/FM (SP)/(LP-1) 102.5 MHz Baton Rouge (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. WWL/AM (PEP)(LP-1) 870 kHz
3. KAPE 91.5 /WPAE 89.7
4. NOAA Weather 162.4 MHz
5. Governor's Office of Emergency Preparedness EAS. Encoded

**KVDU/FM (PEPR) (LP1) 104.1 MHz HOUMA (LA)**
EAS Decoder Inputs:
1. WWL/AM (LP-1) 870 kHz or WLMG/FM (SR)/(LP-1) 101.9
2. WODT/AM (LP-2) 1280 kHz or WQUE/FM (LP-2) 93.3 MHz
3. NOAA Weather 162.55 MHz

**WLMG/FM (SR)/(LP-1) 101. 9 MHz New Orleans (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. WFMF/ FM (SP)/(LP-1) 102.5 MHz
3. WWL/AM (PEP)(LP-1) 870 kHz
4. NOAA Weather 162.55 MHz
5. Parish OHSEP (700 MHz) EAS Encoded
6. WDGL/FM(LP2)(SPA)98.1 MHZ

**KTDY/FM (SR)/(LP-1) 99.9MHz Lafayette (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. WFMF /FM (SP)/(LP-1) 102.5 MHz
3. WDGL (SPA) (LP2) 98.1 MHz
4. NOAA Weather 162.55 MHz
5. KLPB DT 24-1

**KDAQ/FM (LP1) 89.9 MHz Shreveport (LA)**
EAS Decoder Inputs:
1. KLTS TV (LP2) DTV 24-1
2. NOAA Weather 162.4
3. KXKZ/FM (SR) (LP1) 107.5
4. KWKH/AM (LP1) 1130 KHz
5. GSS

**KZMZ/FM (SR)/(LP-1) 96.9 MHz Alexandria (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KTDY/FM(SR)/(LP-1) 99.9 MHz
3. KJMJ/AM(LP-1) 580 kHz
4. NOAA Weather 162.475 MHz
5. KLPA DT 25-1

**KQID/FM (SR) 93.1 MHz Alexandria (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KTDY(SR)(LP-1) 99.9 MHz
3. KJMJ/AM (LP-1) 580 kHz
4. NOAA Weather 162.475 MHz
5. KLPA DT 25-1

**KNOE/FM (SR)/(LP-1) 101.9 MHz Monroe (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KZMZ/FM (SR)/(LP-1) 96.9 MHz or KOID/FM (SR) 93.1 MHz Alexandria (LA)
3. KMLB/AM (LP-1) 540 kHz
4. NOAA Weather 162.55 MHz
5. KLTM DT 13-1

**KNGT/FM (SR)/(LP-1) 99.5 MHz Lake Charles (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KQID/FM (SR)/(LP-1)93.1 MHz
3. KLCL/AM (LP-1) 1470 kHz
4. NOAA Weather 162.4 MHz
5. KITL DT 18-1

**KXKZ/FM (SR) 107.5 MHz (Ruston, La.) Monroe (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KNOE/FM (SP)/(LP-1) 101.9 MHz
3. KMLB/AM (LP-1)540 kHz
4. NOAA Weather 162.55 MHz
5. KLTM DT13-1

**KAJN/FM (SR)/(LP-1) 102.9 MHz Crowley (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KTDY/FM (SP)/(LP-1) 99.9 MHz
3. KPEL/AM (LP-1) 1420 kHz
4. NOAA Weather 162.55 MHz
5. KLPB DT 24-1

**KRUF/FM (SR)/(LP-1) 94.5 MHz Shreveport (LA)**

EAS Decoder Inputs:

1. Reserved for National EAN/Network (EAN Messages)
2. KXKZ/FM (SP)/(LP-1) 107.5 MHz
3. KWKH/AM (LP-1) 1130 kHz
4. NOAA Weather 162.4 MHz
5. KLTS DT 24-1 (SR) (LP2)

**WPAE 89.7/KAPE 91.5 OUT OF STATE RELAY**

**WLPB DT 27-1 (SR), Baton Rouge (LA)**

EAS Decoder Inputs

1. WJBO AM (LP-1)1150 kHz / WFMF FM (SP) 102.5
2. WDGL FM (LP-2) 98.1 MHz
3. NOAA Weather 162.4 MHz

**KLPA DT 25-1 (SR)**
**KLPB DT 24-1 (SR)**
**KLTL DT 18-1 (SR)**
**KLTS DT 24-1 (SR)**
**KLTM DT 13-1 (SR)**

**<u>The following assignments to be used only in the absence of a Local Area Plan:</u>**

**WJBO/AM (LP-1) 1150 kHz Baton Rouge (LA)**

EAS Decoder Inputs:

1. Reserved for National EAN/Network (EAN Messages)
2. WFMF/FM(SP) 102.5 MHz
3. KDVU/FM (PEPR) 104.1
4. NOAA Weather 162.4 MHz
5. Parish OHSEP (700 MHz) EAS Encoded

**WDGL/FM (LP-2) 98.1 MHz Baton Rouge (LA)**

EAS Decoder Inputs:

1. Reserved for National EAN/Network (EAN Messages)
2. WFMF/FM (SP) 102.5 MHz
3. WLMG/FM (SR)/(LP-1) 101.9 MHz
4. NOAA Weather 162.4 MHz
5. Parish OHSEP (700 MHz) EAS Encoded

**<u>All other Broadcast Stations and Cable Systems in Baton Rouge (LA) Area</u>**

EAS Decoder Inputs:

1. WJBO/AM (LP-1) 1150 or WLSS/FM (SP)/(LP-1) 102.5. MHz
2. WDGL/FM (LP-2) 98.1 MHz
3. NOAA Weather 162.4 MHz

**WWL/AM (PEP) (LP-1) 870 kHz New Orleans (LA)**

EAS Decoder Inputs:

1. Reserved for National EAN/Network (EAN Messages)
2. WFMF/FM(SP) 102.5 MHz
3. WLMG/FM(SR)/(LP-1) 101.9 MHz
4. NOAA Weather 162.55 MHz
5. Parish OHSEP (700 MHz) EAS Encoded
6. EAS Parish OHSEP RPU 161.6525 MHz

**WODT/AM (LP-2) 1280 kHz New Orleans (LA)**
**WQUE/FM (LP-2) 93.3 MHz New Orleans (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. WLMG/FM(SR)I(LP-1) 101.9 MHz
3. WWL/AM(PEP)(LP-1) 870 kHz
4. NOAA Weather 162.55 MHz
5. Parish OHSEP (700 MHz) EAS Encoded
6. EAS Parish OHSEP RPU 161.6525 MHz

**All other Broadcast Stations and Cable Systems in New Orleans (LA) Area**
EAS Decoder Inputs:
1. WWL/AM (LP-1) 870 kHz or WLMG/FM (SR)I(LP-1) 101.9 or KVDU(PEPR)(LP1) 104.1 MHz
2. WODT/AM (LP-2) 1280 kHz or WQUE/FM (LP-2) 93.3 MHz
3. NOAA Weather 162.55 MHz

**KPEL/AM (LP-1) 1420 kHz Lafayette (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KTDY/FM(SR)/(LP-1) 99.9 MHz
3. WFMF/FM (SP) 102.5 MHz
4. NOAA Weather 162.55 MHz
5. Parish OHSEP (700 MHz) EAS Encoded

**KFXZ/AM (LP-2) 1520 kHz Lafayette (LA) KSMB/FM (LP-2) 94.5 MHz Lafayette (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. WFMF/FM(SP) 102.5 MHz
3. KPEL/AM(LP-1) 1420 kHz
4. NOAA Weather 162.55 MHz

**ALL OTHER BROADCAST STATIONS AND CABLE SYSTEMS IN LAFAYETTE (LA) AREA**
EAS Decoder Inputs:
1. KPEL/AM (LP-1) 1420 kHz or KTDY/FM (SR)/(LP-1) 99.9
2. KFXZ/AM (LP-2) 1520 kHz
3. NOAA Weather 162.55 MHz

**KJMJ/AM (LP-1) 580 kHz Alexandria (LA) KALB/TV (LP-1) CH 05 Alexandria, LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KZMZ/FM(SR)/(LP-1) 96.9 MHz
3. KTDY/FM(SR)/(LP-1) 99.9 MHz
4. NOAA Weather 162.475 MHz
5. KLPA DT 25-1

**KSYL/AM (LP-2) 970 kHz Alexandria (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KZMZ/FM(SR)/(LP-1) 96.9 MHz
3. KJMJ/AM(LP-1) 580 kHz
4. NOAA Weather 162.475 MHz

**ALL OTHER BROADCAST STATIONS AND CABLE SYSTEMS IN ALEXANDRIA (LA) AREA**
EAS Decoder Inputs:
KJMJ/AM (LP-1) 580 kHz or KZMZ/FM (SR)/(LP-1) 96.9
1. KSYL/AM (LP-2) 970 kHz
2. NOAA Weather 162.475 MHz

**KMLB/AM (LP-1) 540KHz Monroe (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KNOE/FM (SR) (LP-1) 101.9 MHz
3. KQID/FM (SR)(LP-1) 93.1 MHz or KZMZ/FM (SR)/(LP-1)
4. NOAA Weather 162.55 MHz
5. Parish OHSEP (700 MHz) EAS Encoded

**KRJO/AM (LP-2) 1680 kHz Monroe (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KNOE/FM (SR)/(LP-1) 101.9 MHz
3. KMLB/AM (LP-1) 540 kHz
4. NOAA Weather 162.55 MHz

**ALL OTHER BROADCAST STATIONS AND CABLE SYSTEMS IN MONROE (LA) AREA**
EAS Decoder Inputs:
1. KMLB/AM (LP-1) 540 kHz or KNOE/FM (SR)/(LP-1) 101.9
2. KRJO/AM (LP-2) 1680 kHz
3. NOAA Weather 162.55 MHz

**KWKH/AM (LP-1) 1130 kHz Shreveport (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KRUF/FM(SR) (LP-1) 94.5 MHz
3. KXKZ/FM(SR)/(LP-1) 107.5 MHz
4. NOAA Weather 162.4 MHz
5. Parish OHSEP (700 MHz) EAS Encoded

**KEEL/AM (LP-2) 710 kHz Shreveport (LA)**
**KXKS/FM (LP-2) 93.7 MHz Shreveport (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KRUF/FM (SR) (LP-1) 94.5 MHz
3. KWKH/AM (LP-1) 1130 kHz
4. NOAA Weather 162.4 MHz

**ALL OTHER BROADCAST STATIONS AND CABLE SYSTEMS IN SHREVEPORT (LA) AREA**
EAS Decoder Inputs:
1. KWKH (LP-1) 1130 kHz
2. KDAQ (LP-1) 98.9 MHz
3. KEEL/AM (LP-2) 710 kHz
4. KXKS/FM (LP-2) 93.7 MHz
5. KLTS (LP-2) DTV
6. NOAA Weather 162.4 MHz

**KLCL/AM (LP-1)1470 kHz Lake Charles (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KNGT/FM (SR)/(LP-1) 99.5 MHz
3. KZMZ/FM(SR)/(LP-1) 96.9 MHz
4. NOAA Weather 162.4 MHz
5. Parish OHSEP (700 MHz) EAS Encoded

**KXZZ/AM (LP-2) 1580 kHz Lake Charles (LA)**
**KYKZ/FM (LP-2) 96.1 MHz Lake Charles (LA)**
EAS Decoder Inputs:
1. Reserved for National EAN/Network (EAN Messages)
2. KNGT/FM(SR)/(LP-1) 99.5 MHz
3. KLCL/AM (LP-1) 1470 kHz or KSMB/FM (LP2) Lafayette
4. NOAA Weather 162.4 MHz

**ALL OTHER BROADCAST STATIONS AND CABLE SYSTEMS IN LAKE CHARLES (LA) AREA**
EAS Decoder Inputs:
1. KLCL/AM (LP-1) 1470 kHz. or KNGTIFM (LP-1) 99.5 MHz
2. KXZZIAM (LP-2) 1580 kHz. or KYKZIFM (LP2) 96.1 MHz
3. NOAA Weather 162.4 MHz

**COMMON ALERTING PROTOCOL (CAP)**

All broadcast and cable systems are required to install decoders capable of receiving and decoding alerts and test that are transmitted by National or State agencies using Common Alerting Protocol (CAP). The GSSnet satellite system used as one of the state relay networks is transmitting all test and alerts using CAP.

In addition all EAS Participants are required to monitor FEMA's Integrated Public Alert and Warning System (IPAWS) for federal CAP-formatted alert messages.

State agency issuing Amber alerts will enter the information directly through the GSSNet Alert Studio web portal. Other state agencies issuing all other state wide alerts will go through the State Emergency Operations Center in Clanton. On duty personnel at EOC will issue through the GSSNet Alert Studio web portal.
The GSSNet Alert Studio will then transmit alert via satellite to all equipped stations including the Alabama Public Television Network NOC. Stations without GSSNet Downlinks should monitor nearest source for their area listed in Appendix D monitor source #2.

**<u>RECOMMENDED EAS ENCODER INPUTS:</u>**

1. National Source
2. Broadcast S.P. Source
3. Alternate Broadcast S.P. Source
4. National Weather Service
5. GOHSEP
6. Space for Future Expansion

## ANNEX G

## STATE OF LOUISIANA EMERGENCY ALERT SYSTEM

***NOTE: THE REQUIRED MONTHLY TEST (RMT) IS NOW A STATEWIDE TEST. Tests will be initiated by the broadcast chair of the State Emergency Communications Committee, Office of Homeland Security & Emergency Preparedness and State Police.***

1. All Stations and cable systems are to retransmit the (RMT) statewide test exactly as it is received.

2. Retransmission should occur within one (1) hour of receipt or at scheduled times listed.

3. If you do not receive the (RMT) statewide test within the sixty (60) minute window of the times listed below, you should find out why and make an entry in your EAS records/logs.

   ***Stations not receiving the statewide test should IMMEDIATELY initiate their local required monthly test to continue the statewide test.***

4. There are no exceptions for not conducting the (RMT) statewide test since this is a required exercise of the Emergency Alert System.

5. The (RMT) State network test will be conducted at times designated by the SECC and GOHSEP.

6. Required monthly test (RMT) statewide test script and schedule

7. Procedure to Follow:

   ANNOUNCEMENT: "This is a test of the Louisiana Statewide Emergency Alert System"

   TRANSMIT: EAS digital Header codes with your EAS encoder, Two-Tone attention signal

   ANNOUNCEMENT: "This is a coordinated monthly test of the broadcast stations and cable systems of your area. Emergency Alert System equipment that can quickly warn you during emergencies is being tested. If this had been an actual emergency such as a tornado, flood, evacuation, toxic release or any emergency that you the public should be timely alerted, official messages would have followed the alert tone. This concludes this test of the Louisiana Statewide Emergency Alert System."

# EAS TIMES FOR 2014

RMT

| (odd months 8:30 am to sunset) | | | | | (even months sunset to 8:30 am) | | | | |
|---|---|---|---|---|---|---|---|---|---|
| DATE | 12 HOUR | | | 24 HOUR | DATE | 12 HOUR | | | 24 HOUR |
| 01/27/2014 | 9:45 | AM | CST | 9:45 | 02/07/2014 | 10:45 | PM | CST | 22:45 |
| 03/18/2014 | 12:45 | PM | DST | 12:45 | 04/11/2014 | 11:25 | PM | DST | 23:25 |
| 05/13/2014 | 3:35 | PM | DST | 15:35 | 06/13/2014 | 6:30 | AM | DST | 6:30 |
| 07/21/2014 | 2:45 | PM | DST | 14:45 | 08/22/2014 | 11:05 | PM | DST | 23:05 |
| 09/12/2014 | 1:35 | PM | DST | 13:35 | 10/10/2014 | 7:25 | AM | DST | 7:25 |
| 11/14/2014 | 10:25 | AM | CST | 10:25 | 12/12/2014 | 12:45 | AM | CST | 0:45 |

# EAS TIMES FOR 2015

RMT

| (odd months 8:30 am to sunset) | | | | | (even months sunset to 8:30 am) | | | | |
|---|---|---|---|---|---|---|---|---|---|
| DATE | 12 HOUR | | | 24 HOUR | DATE | 12 HOUR | | | 24 HOUR |
| 01/27/2015 | 9:45 | AM | CST | 9:45 | 02/06/2015 | 10:45 | PM | CST | 22:45 |
| 03/18/2015 | 12:45 | PM | DST | 12:45 | 04/10/2015 | 11:25 | PM | DST | 23:25 |
| 05/13/2015 | 3:35 | PM | DST | 15:35 | 06/12/2015 | 6:30 | AM | DST | 6:30 |
| 07/21/2015 | 2:45 | PM | DST | 14:45 | 08/21/2015 | 11:05 | PM | DST | 23:05 |
| 09/11/2015 | 1:35 | PM | DST | 13:35 | 10/09/2015 | 7:25 | AM | DST | 7:25 |
| 11/13/2015 | 10:25 | AM | CST | 10:25 | 12/11/2015 | 12:45 | AM | CST | 0:45 |

# EAS TIMES FOR 2016

RMT

| (odd months 8:30 am to sunset) | | | | | (even months sunset to 8:30 am) | | | | |
|---|---|---|---|---|---|---|---|---|---|
| DATE | 12 HOUR | | | 24 HOUR | DATE | 12 HOUR | | | 24 HOUR |
| 01/27/2016 | 9:45 | AM | CST | 9:45 | 02/05/2016 | 10:45 | PM | CST | 22:45 |
| 03/18/2016 | 12:45 | PM | DST | 12:45 | 04/11/2016 | 11:25 | PM | DST | 23:25 |
| 05/13/2016 | 3:35 | PM | DST | 15:35 | 06/13/2016 | 6:30 | AM | DST | 6:30 |
| 07/21/2016 | 2:45 | PM | DST | 14:45 | 08/22/2016 | 11:05 | PM | DST | 23:05 |
| 09/12/2016 | 1:35 | PM | DST | 13:35 | 10/10/2016 | 7:25 | AM | DST | 7:25 |
| 11/14/2016 | 10:25 | AM | CST | 10:25 | 12/12/2016 | 12:45 | AM | CST | 0:45 |

# EAS TIMES FOR 2017

RMT

| (odd months 8:30 am to sunset) | | | | | (even months sunset to 8:30 am) | | | | |
|---|---|---|---|---|---|---|---|---|---|
| DATE | 12 HOUR | | | 24 HOUR | DATE | 12 HOUR | | | 24 HOUR |
| 01/27/2017 | 9:45 | AM | CST | 9:45 | 02/07/2017 | 10:45 | PM | CST | 22:45 |
| 03/17/2017 | 12:45 | PM | DST | 12:45 | 04/11/2017 | 11:25 | PM | DST | 23:25 |
| 05/12/2017 | 3:35 | PM | DST | 15:35 | 06/13/2017 | 6:30 | AM | DST | 6:30 |
| 07/21/2017 | 2:45 | PM | DST | 14:45 | 08/22/2017 | 11:05 | PM | DST | 23:05 |
| 09/12/2017 | 1:35 | PM | DST | 13:35 | 10/10/2017 | 7:25 | AM | DST | 7:25 |
| 11/14/2017 | 10:25 | AM | CST | 10:25 | 12/12/2017 | 12:45 | AM | CST | 0:45 |

# EAS TIMES FOR 2018

RMT

| (odd months 8:30 am to sunset) | | | | | (even months sunset to 8:30 am) | | | | |
|---|---|---|---|---|---|---|---|---|---|
| DATE | 12 HOUR | | | 24 HOUR | DATE | 12 HOUR | | | 24 HOUR |
| 01/25/2018 | 9:45 | AM | CST | 9:45 | 02/06/2018 | 10:45 | PM | CST | 22:45 |
| 03/19/2018 | 12:45 | PM | DST | 12:45 | 04/10/2018 | 11:25 | PM | DST | 23:25 |
| 05/14/2018 | 3:35 | PM | DST | 15:35 | 06/12/2018 | 6:30 | AM | DST | 6:30 |
| 07/20/2018 | 2:45 | PM | DST | 14:45 | 08/21/2018 | 11:05 | PM | DST | 23:05 |
| 09/11/2018 | 1:35 | PM | DST | 13:35 | 10/09/2018 | 7:25 | AM | DST | 7:25 |
| 11/13/2018 | 10:25 | AM | CST | 10:25 | 12/11/2018 | 12:45 | AM | CST | 0:45 |

# EAS TIMES FOR 2019

RMT

| (odd months 8:30 am to sunset) | | | | | (even months sunset to 8:30 am) | | | | |
|---|---|---|---|---|---|---|---|---|---|
| DATE | 12 HOUR | | | 24 HOUR | DATE | 12 HOUR | | | 24 HOUR |
| 01/28/2019 | 9:45 | AM | CST | 9:45 | 02/05/2019 | 10:45 | PM | CST | 22:45 |
| 03/18/2019 | 12:45 | PM | DST | 12:45 | 04/11/2019 | 11:25 | PM | DST | 23:25 |
| 05/13/2019 | 3:35 | PM | DST | 15:35 | 06/13/2019 | 6:30 | AM | DST | 6:30 |
| 07/22/2019 | 2:45 | PM | DST | 14:45 | 08/22/2019 | 11:05 | PM | DST | 23:05 |
| 09/12/2019 | 1:35 | PM | DST | 13:35 | 10/10/2019 | 7:25 | AM | DST | 7:25 |
| 11/14/2019 | 10:25 | AM | CST | 10:25 | 12/12/2019 | 12:45 | AM | CST | 0:45 |

**ANNEX H**

AMBER® ALERT

**PURPOSE:**

Louisiana's statewide *Amber Alert!* System is the result of a cooperative effort among the State of Louisiana Police and local Law Enforcement Agencies working in conjunction with the Louisiana Association of Broadcasters and the more than 250 radio and television stations throughout the State.

This statewide system provides law enforcement agencies intermediary access to the on-air signals of broadcasting stations across the state during the critical minutes following an initial report, to local authorities, of suspicious circumstances involving a child's disappearance.

Using remote access equipment linked to the National Emergency Alert System (EAS) and an electronic mail network, maintained at Louisiana State Police Troop F in Monroe and/or the Louisiana AMBER Alert Coordinator, all radio and television stations will receive an alert to interrupt programming, via the EAS, and broadcast information about a child's disappearance.

The intent of the **Louisiana *Amber Alert!* System** is to disseminate accurate information about the disappearance, together with a photograph and description of the child, to as many residents of the state as possible as quickly as possible. Citizens having information which may lead to the recovery of the abducted/missing child will be asked to contact law enforcement agencies by calling 911.

Every reasonable effort will be made to ensure the criteria for EAS activation exists prior to its use, as over utilization of the EAS or false information could render the *Amber Alert* System ineffective. All necessary precautions to authenticate information and limit interruptions of local radio and television broadcasts should and will be taken.

**Louisiana Association of Broadcasters**
**660 Florida Street**
**Baton Rouge, LA 70801**
**225-267-4522**
LAB@broadcasters.org

# Louisiana *Amber Alert!* System

POLICY

**Strict criteria will be applied should a law enforcement agency request statewide activation of Louisiana's *Amber Alert!* System**

ACTIVATION CRITERIA

- The missing child should be under the age of 17 and thought to be in imminent danger and/or criminal activity should be suspected in the disappearance.
- A police chief, sheriff or local law enforcement agency commanding officer should complete the Louisiana *Amber Alert!* System Initial Reporting Form, sign the document and electronically mail or fax the form to:

# LOUISIANA STATE POLICE, TROOP F

| | |
|---|---|
| **LOCATION:** | **Monroe, Louisiana** |
| **TELEPHONE #:** | **318-345-0000** |
| **FAX#:** | **318-362-5198** |
| **EMAIL:** | amberalert@dps.la.gov |

Additionally, submittal forms are available online at www.LSP.org via the Louisiana AMBER Alert icon located on the home page. The forms may be completed and submitted online.

**Following submittal, Troop F should be contact via telephone to ensure receipt**

- A photograph of the child will be e-mailed along with the initial reporting form, or as soon thereafter as possible, or will be turned over to the law enforcement officer assigned to respond to the disappearance/abduction call.
- Before activation of the Emergency Alert System, the Louisiana AMBER Alert State Coordinator, or his/her designee, should consider the information contained within the initial report form to ensure that it meets ALL criteria set forth herein.
- Elements of the disappearance case to be considered are as follows:
  - Threat of imminent harm or death to the missing/abducted child
  - Age of the child
  - Time of initial report vs. time of disappearance
  - Witness information
  - Possible domestic or parental dispute involving child
  - Other facts that indicate the child was abducted or is in danger of serious injury or death, i.e., witnessed kidnapping or witnessed abuse or violence toward the child.

Only the Louisiana AMBER Alert State Coordinator, or his/her designee, may authorize activation of the Amber Alert (see "Activation Criteria"). The State Coordinator, or his/her designee, will prepare the announcement and then contact the designated radio station or an EAS web portal to activate the alert.

- Following the initial alert, an *Amber Alert!* will be broadcast every twenty (20) minutes, during the first three hours and every thirty (30) minutes thereafter for the next two hours or until such time that an "end of alert" message is received from the authorized law enforcement agency. Local and statewide broadcast stations will exercise their own independent discretion to repeat the broadcasts more frequently and determine the frequency in which the alert is re-broadcast following expiration of the above mentioned five (5) hour period following the initial alert.
- Upon receipt of verification, from the local law enforcement agency, that the child has been found, the State Coordinator, or appropriate designee, will issue an "end of alert" message to that affect.

## ***DISAPPEARANCES NOT MEETING EAS ACTIVATION CRITERIA***

If the circumstances of a child's disappearance do not meet the criteria to activate the statewide EAS, the Louisiana State Police may offer an alternate form of mass notification.

- A photograph and Louisiana (*Amber Alert!* System) Level II Endangered/Missing Advisory Reporting Form may be e - mailed through a statewide network of law enforcement agencies, news media offices and other forms of public communication, including social media.
- The e-mail will contain information taken from the Louisiana Level II Endangered/Missing Advisory Reporting Form submitted by the local police or sheriff's department (i.e. name of missing child, physical and clothing descriptions, location last seen, time of disappearance, law enforcement agency requesting general e-mail notification, contact name and telephone number.)
- The e-mail alerting news media and law enforcement of a child's disappearance which does not meet the criteria of an *Amber Alert!* EAS activation will include the following paragraph at the beginning of the e-mail:

> The (name of law enforcement agency) has requested the following information be provided to the Louisiana news media and law enforcement agencies:
>
> "At the present time, information being provided to the Louisiana State Police by the (name of law enforcement agency) does not meet the criteria to activate the EAS for an Amber Alert!"

*It is left to the discretion of each law enforcement agency and news department receiving this email as to whether the attached information, regarding the disappearance of this child, and/or the photograph of this child, will be released to the public.*

- Should further investigation into the disappearance produce evidence that may change the initial circumstances as reported to local law enforcement, the LSP may reconsider activating the EAS.

FREQUENTLY ASKED QUESTIONS:

*Who can request that a Louisiana Amber Alert! be issued through the EAS?*

Any Louisiana law enforcement agency can make the request, but should first initiate the applicable directives required of the local police or sheriff's department. (See "Activation Criteria")

*What responsibilities do parents of a missing child have after local law enforcement request activation of the Louisiana Amber Alert! System?*

Working closely with investigators, it will be important that parents quickly provide local law enforcement officers with either a recent digital photograph of the child who is missing or a recent glossy photograph that can be scanned into a computer or recent digital photograph. It is preferable the photograph of the child be a high quality waist-up or portrait close-up. An accurate and thorough physical description of the child who is missing, along with detailed information about clothing being worn by the child and any personal items with the child at the time of the disappearance will be requested.

*Who may authorize a Louisiana Amber Alert! System activation through the Emergency Broadcast System?*

The only person who may authorize activation of the EAS encoder for an *Amber Alert!* is the Louisiana AMBER Alert State Coordinator or his/her designee.

*Is there a method by which the news media and other law enforcement agencies may receive information about a missing child whose disappearance does not meet the criteria of the Louisiana Amber Alert! System?*

The Louisiana State Police will forward to other law enforcement agencies and the news media, through an e-mail list server, information received about missing children who do not meet the criteria of *EAS! Amber Alert* System activation. To receive information on an actual AMBER Alert, as of January 1, 2014, AMBER Alerts are no longer disseminated by text message via www.wirelessAMBER Alerts.org, but will now be sent *automatically* to all cell phones that are Wireless Emergency Alert (WAE)-capable, regardless of the customer's location. For example, if a user is a resident of Dallas, TX but is in Baton Rouge, LA, the user would receive any AMBER Alerts issued by Louisiana State Police (as Louisiana has one statewide plan, as opposed to several regional plans). For cell customers who currently own devices that are not WAE-capable, they can visit http://www.missingkids.com/ambersignup/ for additional resources. Other highly visible means of learning about active AMBER Alerts include: http://lsp.org/amber.html, www.facebook.com/LouisianaStatePolice www.facebook.com/AMBERalertLA and www.facebook.com/AMBERalert.

*Can a parent of a missing child independently ask for activation of the Louisiana Amber Alert! System?*

Local law enforcement agencies should first have the opportunity to gather information about a child's disappearance and determine whether the disappearance meets the activation criteria. Parents/caregivers should contact their local law enforcement agency of jurisdiction, who will decide if an AMBER Alert activation request is warranted. Any non-law enforcement requestors will be referred back to their agency of jurisdiction.

# LOUISIANA STATE POLICE

## Louisiana *Amber Alert!* System EAS Activation Script

Prepare announcement by using Louisiana *Amber Alert!* System Initial Reporting Form as a source of information to complete the fields below. Rehearse your script. Read the script before EAS activation. Pace your delivery so that the script is read twice (within approximately 90 seconds).

Secure the room prior to the EAS broadcast and make certain no extraneous audible distractions will interrupt your broadcast. Following each broadcast initial your script and include the date and time(s) of the EAS activation along with the name of the LSP.

All scripts will be kept in an EAS Activation File to be maintained by Troop F Communications personnel.

SECTION I

*THIS IS THE LOUISIANA STATE POLICE WITH A SPECIAL BULLETIN ... A CHILD IS MISSING AND YOUR HELP IS NEEDED. FIRST & LAST NAME OF CHILD WAS LAST SEEN AT NEAREST CITY OR COMMUNITY IN NAME OF PARISH ABOUT TIME OF DISAPPEARANCE O'CLOCK THIS MORNING, AFTERNOON OR EVENING IN THE VICINITY OF INSERT NAME OF SCHOOL, SHOPPING AREA, RECREATION AREA & PHYSICAL ADDRESS WHERE CHILD WAS LAST SEEN AND THE DIRECTION OF TRAVEL ON HIGHWAY OR STREET.*

SECTION II

**(TO BE USED ONLY WITH THE DISCRETION OF AUTHORIZING LSP COMMANDER)**

*LOCAL LAW ENFORCEMENT OFFICERS TELL THE STATE POLICE **FIRST AND LAST NAME OF CHILD** MAY HAVE BEEN ABDUCTED AND/OR IS BELIEVED TO BE IN IMMINENT DANGER.*

SECTION III

*YOUR HELP IS NEEDED IN LOCATING **FIRST AND LAST NAME OF CHILD** WHO IS DESCRIBED TO BE A(N) **RACE OR IDENTIFY ETHNICITY OF MISSING CHILD** **MALE OR FEMALE** WITH **COLOR OF** HAIR, **COLOR OF** EYES AND **DISCRIPTION OF COMPLEXION**.*

***FIRST NAME OF CHILD** IS **AGE (NUMBER OF DAYS, WEEKS, MONTHS YEARS OLD)** AND IS ABOUT **HEIGHT # OF INCHES OR FEET LONG OR TALL** AND WEIGHS **NUMBER OF OUNCES OR POUNDS.** **FIRST NAME OF CHILD** WAS LAST SEEN WEARING **COMPLETE DESCRIPTION OF CLOTHING AND ANY PERSONAL ITEMS IN POSSESSION OF THE CHILD.***

SECTION IV

**(TO BE USED ONLY AT THE DISCRETION OF AUTHORIZING CID COMMANDER)**

***FIRST NAME OF CHILD** MAY BE WITH **INSERT NAME OF SUSPECT AND/OR INDIVIDUAL** AND **ANY PHYSICAL DISCRIPTION OF VEHICLE THE CHILD AND SUSPECT MAY BE IN.***

SECTION V

*IF YOU HAVE ANY INFORMATION REGARDING THE DISAPPERANCE OF **FIRST AND LAST NAME OF CHILD** PLEASE CONTACT THE NEAREST LAW ENFORCEMENT AGENCY OR CALL **911.***

## Louisiana State Emergency Communications Committee

| Membership | NAME/TITLE |
|---|---|
| | |
| Richard Petty | Broadcast Chair, State Emergency Communications Committee |
| Kevin Davis | Governor's Office of Homeland Security & Emergency Preparedness |
| Mike Edmondson | Louisiana State Police |
| Polly Prince Johnson | President, Louisiana Broadcasters Association |
| Cheryl McCormick | President, Louisiana Cable TV Association |