



Federal Communications Commission



**2007 Satellite Handbook**  
**(including Satellite Digital Audio Radio Service)**

**Post at All Operator Stations**

# INTRODUCTION



The Emergency Alert System (EAS) is a national public warning system that requires broadcasters, cable television systems, wireless cable systems, wireline video providers, satellite digital audio radio service providers and direct broadcast satellite service providers to make their communications facilities available to the President during a National emergency. The system also may be used by state and local authorities to deliver important emergency information such as AMBER alerts and severe weather warnings targeted to specific geographical regions or areas.

This handbook provides EAS participants summary instructions for conducting EAS notifications and tests of national, state and local alerts.

This handbook should be located at each operator position and should be immediately available to staff responsible for authenticating and initiating emergency action notifications, termination notices, alerts and tests.

For more detailed information, refer to the FCC's EAS rules and regulations at 47 C.F.R. Part 11.

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# HELPFUL INFORMATION

## Monitoring Requirements

All EAS Participants must monitor two EAS sources. The monitoring assignments are specified in the EAS State Plans and are determined according to FCC monitoring priorities. If the required EAS sources cannot be received, alternate arrangements or a waiver may be obtained by written request to the FCC. In an emergency, a waiver may be issued by the FCC over the telephone with a follow-up letter to confirm temporary or permanent reassignment. (47 C.F.R. Section 11.52)

## EAS Equipment Readiness

EAS participants are responsible for ensuring that encoders, decoders and signal generating equipment used as part of the EAS are installed so that the monitoring and transmitting functions are available during the times that the station is in operation. In addition, EAS participants must determine the cause of any failure to receive the required tests or activations specified in Section 11.61(a)(1) and (a)(2) and indicate in the station's EAS log why the tests were not received. These logs must be retained for two years at the EAS participant's headquarters and must be made available for public inspection upon reasonable request.

In the event the EAS equipment becomes defective, a station may operate without the equipment pending its repair or replacement for a period not to exceed 60 days. If repair or replacement of defective equipment is not completed within 60 days, participants must submit an informal request for additional time to their assigned FCC field office. The request must include an explanation of what steps have been taken to repair the equipment. (47 C.F.R. Section 11.35(b) & (c)). Entries must be made in the participant's logs showing the date and time the equipment was removed and restored to service.



# National Activation Procedures

(47 C.F.R. §11.54)

## 1 Receive the Emergency Action Notification (EAN) message

### Automatic and Manual Operation

You will **see the words** “Emergency Action Notification” on the broadcast station EAS decoder display.

You will **hear the following** Emergency Action Notification message from the EAS decoder.



### Emergency Action Notification Audio Message

**This is an Emergency Action Notification requested by the White House. All EAS participants will follow activation procedures in the EAS Operating Handbook for a national level emergency. The President of the United States or his representative will shortly deliver a message over the Emergency Alert System.**

## National Activation Procedures

**2** Interrupt normal programming

### For Manual Operation

Cease all programming and prepare to transmit the following announcement.

**3** Transmit this announcement:



### Broadcast this Announcement

*This announcement may be made in the primary language of the SDARS or DBS provider.*

**We interrupt our programming; this is a national emergency.**

## National Activation Procedures

**4** Transmit the EAS header codes followed by the attention signal.

**SDARS providers must aurally transmit header code data.**

**Direct Broadcast Satellite stations must visually and aurally transmit header code data.**

### **For Automatic Operation**

EAS equipment will retransmit header codes and the attention signal.

### **For Manual Operation**

Use the EAS encoder to retransmit the header codes and the attention signal.



## National Activation Procedures

### 5 For Manual Operation



#### Broadcast this Announcement

**This is an Emergency Action Notification. All satellite television and satellite radio providers shall transmit this Emergency Action Notification Message. [Name of provider] has interrupted its regular programming at the request of the White House to participate in the Emergency Alert System.**

**During this emergency, most stations will remain on the air providing news and information to the public in assigned areas. This is [satellite provider name]. We will continue operate. If you are not in this Local Area, you should tune to stations providing news and information for your Local Area. You are listening to the Emergency Alert System.**

**Do not use your telephone. The telephone lines should be kept open for emergency use.**

## National Activation Procedures

### **6** Monitor the following sources for further instructions

Monitor the following sources for further instructions:

- Satellite Digital Audio Radio Service stations must directly monitor at least two sources, including one Primary Entry Point station, or must directly monitor the originating source from FEMA.
- Direct Broadcast Satellite stations must directly monitor at least two EAS sources, one of which must be a Primary Entry Point station.

## National Activation Procedures

**7** Transmit emergency messages as soon as they are available

### The priorities for EAS messages are:

During a national emergency, the facilities of all EAS participants must be reserved exclusively for distribution of Presidential Messages.

**First** Presidential messages take priority over any other message

**Second** Local Area messages

**Third** State messages

**Fourth** National Information Center (NIC) messages

(47 C.F.R. §11.44)

## National Activation Procedures

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**Transmit this  
standby script  
until  
emergency  
messages are  
available**

### Manual Operation



#### **Broadcast this Announcement**

We interrupt our programming at the request of the White House. This is the Emergency Alert System. All normal programming has been discontinued during this emergency.

This is (satellite provider name). This satellite network will continue furnishing news, official information and instructions for the (EAS Local Area name) area.

Providers may opt to tune to a local radio or television station providing news and information for your area.

It is important that you listen carefully to announcements from the station in your local area.

**REPEAT**

## National Activation Procedures

### 9 *After the Presidential message:*

**Transmit the  
End of Message  
Code**

**Log**



**Monitor**



#### **For Automatic Operation**

The EAS encoder is programmed to automatically transmit the End of Message (EOM) code.

#### **For Manual Operation**

Manually transmit the End of Message (EOM) code with the EAS encoder.

1. Log the time and date the Emergency Action Notification is received at your station;
2. Monitor your EAS source for the Emergency Action Termination Message;
3. When the Emergency Action Termination message is received on the EAS decoder, follow the National Termination Procedures included in this handbook.



# National Termination Procedures

## 1 Receive the Emergency Action Termination

### Automatic and Manual Operation

**You will see the words** “Emergency Action Termination” on the broadcast station EAS decoder display.

**You will hear the following** Emergency Action Termination Message from the EAS decoder.

### Emergency Action Termination Message

**This concludes operations under the Emergency Alert System. All normal programming operations may now resume.**

## National Termination Procedures

**2** Transmit the EAS header codes and attention signal.

**Direct Broadcast Satellite stations must visually and aurally transmit header code data.**

### **For Automatic Operation**

The EAS encoder will automatically transmit your EAS header code and attention signal.

### **For Manual Operation**

#### **EAS Header Codes**

Use your EAS encoder to transmit the EAS header code.

#### **Attention Signal**

Use your EAS encoder to transmit the EAS attention signal.



## National Termination Procedures

**3**

**Transmit this  
announcement**

### **For Manual Operation**

Use the EAS encoder to transmit this announcement:



### **Broadcast this Announcement**

**This concludes operations under the Emergency Alert System. All normal programming operations may now resume.**

**REPEAT ANNOUNCEMENT**

## National Termination Procedures

### 4 Transmit the End of Message (EOM) code

#### **For Automatic Operation**

The EAS encoder will automatically transmit the EOM code.

#### **For Manual Operation**

Use the EAS encoder to transmit the EOM code.

### 5 Resume programming

**Resume normal programming**

### 6 Log

#### **Log Receipt of Emergency Message**

Record the time that the Emergency Action Termination notice was received in records/logs.



## Monthly and Weekly EAS Tests

(47 C.F.R. §11.61)

**EAS tests are required by FCC Rules and must follow  
FCC Rule requirements**

**Direct Broadcast  
Satellite and Satellite  
Digital Audio Radio  
Service stations are  
required to test their  
ability to receive and  
distribute EAS  
messages and to  
keep records of all  
tests.**

### **Weekly Tests:**

- Weekly tests consist of transmitting the EAS digital header codes and end of message codes, once each week.
- Weekly tests must be conducted by SDARS on random days and at different times on all channels.
- Weekly tests are not required during the week that a monthly test is conducted.
- DBS providers must log receipt of weekly tests but are not required to transmit it.

### **Monthly Tests:**

Monthly tests must be conducted on 10 percent of all DBS channels, with channels tested varying from month to month, so that over the course of a given year, 100 percent of all channels are tested.

Monthly tests consist of transmitting:

- EAS digital header codes;
- the two-tone attention signal;
- a brief test script and end of message code;
- a visual display of header code data, where applicable..

Monthly tests must be retransmitted within 60 minutes of receipt.

### **Odd/Even Months:**

- In odd months, monthly tests must be conducted between 8:30 a.m. to local sunset.
- In even months, monthly tests must be conducted between local sunset to 8:30 a.m.

## Monthly and Weekly EAS Tests

### Failure to receive an EAS test

**NO MONTHLY TEST IS NECESSARY** during a month when there is an EAS activation that includes a two-tone alert signal and an audio message.

**IF YOU DO NOT RECEIVE A TEST EACH WEEK** from your two assigned monitoring sources, take the following actions:

- Determine why no test was received.
  - Check your EAS equipment
  - Call your monitoring source(s)
- Take appropriate corrective action.
- Document your findings in the EAS record logs.

### Failure to send an EAS test

**IF YOU ARE UNABLE TO SEND A TEST EACH WEEK**, take the following actions:

- Determine why no test was sent.
  - Check your EAS equipment
- Take appropriate corrective action.
- Document your findings in the EAS record logs.

**IF YOU ARE UNABLE TO SEND A MONTHLY TEST RECEIVED** from your assigned monitoring sources, take the following actions:

- Determine why no test was sent.
  - Check your EAS equipment
  - Call your monitoring source(s)
- Take appropriate corrective action.
- Document your findings in the EAS record logs.

## Monthly and Weekly EAS Tests

### Weekly Tests

#### 1. Receive test

Receive and log the weekly test from all of your EAS monitoring assignments.

#### 2. Transmit weekly test

Weekly tests must be conducted by EAS participants on different days and at different times.

#### 3. Discontinue normal programming

##### Sample Audio Message

**This is a test of the Emergency Alert System.**

SDARS providers must transmit weekly tests codes and transmit EOM codes. These providers should use their EAS encoder to transmit the EAS header code and the EOM code. DBS providers are not required to transmit this test but must log receipt.

#### 4. Resume normal programming and log

Resume normal programming and log receipt and transmission of test.



## Monthly and Weekly EAS Tests

### Monthly Tests

1. Receive the test from your EAS monitoring assignment
2. Transmit this optional announcement
3. Discontinue normal programming
4. Retransmit

Sample Audio Message

**This is a test of the Emergency Alert System.**

Use the EAS encoder to retransmit the header codes and attention signal within 60 minutes of receipt.

**NOTE: Only authorized stations may initiate a monthly test.**

## Monthly and Weekly EAS Tests

### Monthly Tests

#### 5. Monthly Tests

Retransmit the monthly test script as received from your source

##### Sample Test Script

**This is a coordinated monthly test of the stations of your area. We are testing equipment that can quickly warn you during emergencies. If this had been an actual emergency such as a (insert types of emergencies that may occur in the geographic area), an official message would have followed the alert tone.**

**This concludes this test of the Emergency Alert System.**



## Monthly and Weekly EAS Tests

### Monthly Tests

#### 6. Transmit the End of Message (EOM) codes

**Use the station EAS encoder to transmit the EAS header code and the EOM code.**

#### 7. Resume normal programming and log



Resume normal programming.

Log receipt and transmission of test.

Steps 3 through 7 of the monthly tests may be performed automatically.