



### How Indian Tribal Governments Can Sign Up For IPAWS Public Alerts and Warnings

#### Who is eligible to send alerts through FEMA's Integrated Public Alert and Warning System (IPAWS)?

Tribal elected officials may designate emergency alerting authorities to apply for access to the Federal Emergency Management Agency (FEMA) Integrated Public Alert and Warning System (IPAWS) for the purpose of sending public alerts and warnings within a tribe's jurisdiction.

#### Which communication pathways can be leveraged by FEMA IPAWS?

- ✓ Emergency Alert System (radio and television)
- ✓ Wireless Emergency Alerts (cell phones and mobile devices)
- ✓ National Weather Service Dissemination Services
- ✓ Legacy Systems (sirens, digital road signs, etc.)

#### How does an Indian Tribal government apply?

##### Step #1 – Select IPAWS compatible software

Access to IPAWS is free; however to send a message using IPAWS, an organization must procure its own IPAWS compatible software. There are many commercial products that are available or in development, or an organization may opt to develop its own custom application. A list of developers who have executed a Memorandum of Agreement (MOA) with FEMA for testing purposes can be found on the IPAWS website (<http://www.fema.gov/library/viewRecord.do?id=5670>) In addition, products that have successfully completed voluntary, independent testing are listed on the Responder Knowledge Base (<http://www.rkb.us> search for "IPAWS").

##### Step #2 – Apply for a Memorandum of Agreement (MOA) with FEMA

Indian Tribal governments applying to alert through IPAWS may request a Memorandum of Agreement with FEMA IPAWS pertaining to system security. A request form can be found on the IPAWS website (<http://www.fema.gov/library/viewRecord.do?id=6019>). Return the completed form to [ipaws@dhs.gov](mailto:ipaws@dhs.gov).

##### Step #3 – Determine public alerting permissions

Indian Tribal governments must submit an application to FEMA defining the types of alerts they intend to issue and the extent of their geographic warning area, based on Federal Information Processing Standard (FIPS) codes, which uniquely identify counties and county equivalents. Tribal governments may coordinate with the state government during the process to increase coordination. The IPAWS Public Alerting Authority Application and instructions will be provided as part of the Memorandum of Agreement process.

##### Step #4 – Complete IPAWS web-based training

FEMA's Emergency Management Institute (EMI) offers an Independent Study (IS) course, IS-247 Integrated Public Alert and Warning System (<http://training.fema.gov/EMIWeb/IS/is247a.asp>). The course is free, and should take approximately two hours to complete. It is a prerequisite for full access to IPAWS-Open Platform for Emergency Networks (OPEN) for the purpose of public alerting.

For more information: <http://www.fema.gov/ipaws>

To contact the IPAWS Project Management Office: [ipaws@dhs.gov](mailto:ipaws@dhs.gov)

## Instructions for Indian Tribal Governments Applying for Access to the IPAWS-Open Platform for Emergency Networks (OPEN) for Public Alerting

The following are the requirements for access to IPAWS-OPEN for Public Alerting:

- Your software vendor/system developer must have an executed Memorandum of Agreement (MOA) with FEMA for access to the IPAWS test environment.  
See <http://www.fema.gov/library/viewRecord.do?id=5670>.
- Your tribal organization must have an executed Memorandum of Agreement with FEMA for system security requirements with signed Rules of Behavior. A separate application form is required.  
See <https://www.fema.gov/library/viewRecord.do?id=6019>
- Demonstrated successful completion of the Emergency Management Institute (EMI) *Independent Study IS-247: Integrated Public Alerts and Warning System* course, posted online at <http://training.fema.gov/EMIWeb/IS/IS247a.asp> . (See Note # 8 below.)

### Notes on the Public Alerting Application:

1. **Dissemination Systems Requested:** Check one or more boxes. (To request access to the National Weather Service's All Hazards Emergency Message Collection System (HazCollect) system, go to <http://www.weather.gov/os/hazcollect/>.)
2. **Is this a statewide system?** Select "no."
3. **Geographic area of responsibility:** List the area name and Federal Information Processing Standards Codes (FIPS Codes) for which you are authorized to issue public warnings, typically one or more counties. (FIPS Codes are a standardized set of numeric or alphabetic codes issued by the National Institute of Standards and Technology to ensure uniform identification of geographic entities.) FIPS codes may be found at: <http://www.census.gov/geo/www/ansi/countylookup.html>.
4. **Event Codes:** Check the event code boxes that apply to your alerting authority. The first two columns contain event codes available for use with all three dissemination systems. The third column contains additional codes available for use with Emergency Alert System and/or the All Hazards Emergency Message Collection System.
5. Submit to your state designated point of contact (POC) to review for compliance with state alerting plans. Your state reviewer POC information has been provided with this application. Alternately, Indian Tribal governments may return the completed application to the FEMA IPAWS MOA Coordinator for FEMA review. If this option is selected, leave the remainder of the form blank.
6. Once you have received the signed application, you may return to the FEMA IPAWS MOA Coordinator at [ipaws@dhs.gov](mailto:ipaws@dhs.gov).
7. When you have successfully completed the FEMA Emergency Management Institute's IPAWS Independent Study course, submit a copy of your EMI training certificate to the FEMA coordinator.

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To contact the IPAWS Project Management Office: [ipaws@dhs.gov](mailto:ipaws@dhs.gov)

Next steps: Once your application has been processed, you will be notified when your public alerting permissions have been implemented in the IPAWS system and are ready to use.

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