

IPAWS EAS and WEA Alert Standardizations Checklists

The following checklists assist in reviewing and confirming drafted Wireless Emergency Alert (WEA) and Emergency Alert System (EAS) messages align with the national and international standard used by FEMA's Integrated Public Alert and Warning System (IPAWS) to send public alerts and warnings. Further instruction on composing WEA and EAS alerts can be found in the IPAWS Message Viewer Instructions.

Emergency Alert System (EAS) Alert Standardization Checklist

- Determine the appropriate event code.
- Compose an English message that:
 - Includes the source of the message;
 - Describes the threat or event;
 - States the location affected;
 - Advises protective action for the public to take, when they should take this action, how to accomplish said action, and how the action will reduce impact(s);
 - Includes when to expect the threat to end and/or new information will be received; and
 - Does not exceed the 1,800-character limit.
- If desired, create the same message in Spanish.
- If appropriate and compatible with software, include a mp3 audio attachment (2 minutes maximum) and/or URL.
- Review the composed alert.
- Send the composed alert to IPAWS-OPEN.
- Continue to monitor event and determine if additional message updates or cancellations are required.



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Wireless Emergency Alerts (WEA) Standardization Checklist

- Determine the appropriate event code.
- If supported, select the geo-targeted boundaries.
- Compose a 90- and 360-character English message that:
 - Includes the source of the message;
 - Describes the threat or event;
 - States the location affected;
 - Advises protective action for the public to take, when they should take this action, how to accomplish said action, and how the action will reduce impact(s); and
 - Includes when to expect the threat to end and/or new information will be received.
- If desired, create the same messages in Spanish.
- If appropriate, include a phone number and/or URL.
- Review the composed alert.
- Send the composed alert to IPAWS-OPEN.
- Continue to monitor event and determine whether additional message updates or cancellations are required.