



# The **Broadcasters' Desktop Resource**

[www.theBDR.net](http://www.theBDR.net)

... edited by Barry Mishkind – the Eclectic Engineer

## Focus on Regulation **Meet the ETRS**

[June 2016] The FCC has been in the middle of updating the Part 11 Rules on EAS for what seems a half-century. However, during June, the Commission has put out a bunch of NPRMs, including on one EAS, and announced they had already adopted the EAS Test Reporting System (ETRS) to be used for the National EAS Test in September. The ETRS went live on June 28<sup>th</sup>.

The ETRS is ready, even if you were not, with a requirement that your station(s) register by August 26<sup>th</sup>, ready to report on the NPT scheduled for September 28<sup>th</sup>.

In the Public Notice just released, there now are step-by-step instructions for registering, even though some of these steps are not particularly intuitive. In order to give you an opportunity to assemble the needed information before going to the web site, what follows are the instructions from the FCC.

The form you are required to fill out now is named: “Form One.” “Forms Two and Three” appear to be the reporting pages, to be used in September. However, there is a form you need before Form One – to get a registration number.

### **GETTING STARTED**

To register for ETRS and access Form One, EAS Participants must visit the ETRS page of the [Commission's website](#) and the click on the ETRS Registration Page link. It will look like this:

#### ETRS Registration

Legal Name of EAS Participant \*

First Name \*

Last Name \*

Phone \*

Form ID: 000-000-0000 or 0000000000

Cell Phone

Form ID: 000-000-0000 or 0000000000

Email \*

Alternative Email

Address Line 1 \*

Address Line 2

City \*

State \*

- Select a value -

Zip code \*

FRN \*

FRN Password \*

There are a few things to remember here:

This form is looking for the name/company name of the license holder.

They require the FRN number and password.

They want contact information for the person filling out the report.

After successfully completing the ETRS Registration Page, filers will be e-mailed their ETRS account credentials and a link to the ETRS log-in page.

When EAS Participants click on the emailed link and log into ETRS, they will view the ETRS Home-page, which will provide instructions on how to access Form One.

## FORM ONE

Once you get your credentials for ETRS, you can fill in Form One. This is the one required to be done by August 25<sup>th</sup>, so you are able to enter your reception of the September 28<sup>th</sup> NPT.

One thing that could cause issues here: The ETRS uses cookies, so if you have multiple stations, you may find yourself logged into one you are not working on. If so, then you click on the user name in the upper-right corner for a drop-down menu to log-out and then log-in with the different password.

Perhaps to reduce confusion and the need to re-answer questions, the FCC says: “It is recommended that large EAS Participants (e.g. EAS Participants with several facilities) request that at least one of their filers serve as a “coordinator.” Coordinators will have the ability to “batch” file, as well as viewing records, update forms, and generate reports from all data associated with other filers that share the same FCC Registration Number (FRN).

The FCC has offered an address should you require help. Filers may contact Bureau Staff for assistance in completing Form One at [ETRS@fcc.gov](mailto:ETRS@fcc.gov). We have been told there is a Staff member assigned to this, so replies should be prompt.

## THE FIRST FORM

If you now are ready for Form One, the very first question requires care. FCC Staff have state that they are, at this time, only looking for main stations. Currently, under Section 11.11(b) of the Commissions Rules, FM translators are not required to file in the ETRS system.

### Form One - Identifying and Background Information

Test Cycle Nationwide EAS Test - September 28, 2016

#### Participant Information

Legal Name of EAS Participant  
FCC  
FCC Registration Number (FRN)

#### EAS Participant Type \*

Radio Broadcaster

#### Facility ID Number \*

Please put the Facility ID in the box above and hit Tab. The call sign and latitude/longitude should autopopulate. If they do not, you may look it up: [Look up Call Sign, Facility ID, Latitude and Longitude.](#)

#### Call Sign \*

#### City of Licensure \*

#### County of Licensure \*

#### State of Licensure \*

-- Select One --

Owner of EAS Participant

Again, the FCC seems highly concerned with the legal name of the station, and cautions about being “precise” when filling out the form.

Specifically, they want the legal name to be the same as on the ETRS Registration. This may not be the same as on the station authorization, since the form says: “EAS Participants that are owned by a larger entity should accurately enter the owning entity’s legal name in the Owner of EAS Participant field in Form One.”

Still on Form One, there is more info to be added.

Transmitter Location

Geographic Zones of Service

No geographic zones have been added.

Add Geographic Zone

Geographic zones will appear as you type the first letters of the zone you wish to select. If you do not see the zones you need in the picker, you may add new values. You will be directed to a new form and then brought back to this page with the data you submit. [Click here to add new geographic zones to the picker.](#)

Latitude (NAD83) \*

Longitude (NAD83) \*

City \*

County \*

State \*

-- Select One --

Emergency Alert System

EAS Designation \*

National Primary (NP)

State Primary (SP)

State Relay (SR)

Local Primary 1 (LP-1)

Local Primary 2 (LP-2)

Participating National (PN)

First EAS Monitoring Assignment \*

Second EAS Monitoring Assignment \*

Are either of the above sources monitored pursuant to a waiver granted by the Commission? \*

Yes

No

Other Monitored Sources

No monitored sources have been added.

Add Source

As you enter a monitoring source in each line, it will be compared to the database and accepted or will return an error message. If the sources you need are not accepted by the database, you may add new values. You will be directed to a new form and then brought back to this page with the data you submit. [Click here to add new monitoring sources to the picker.](#)

Make and Model of EAS Equipment \*

-- Select One --

Software Version \*

-- Select One --

Is this facility's equipment interfacing with the Federal Emergency Management Agency's Integrated Public Alert and Warning System (IPAWS)? \*

Yes

No

Filer Contact Information

First Name \*

ETRS

Last Name \*

User

Phone \*

Address Line 1 \*

Cell Phone

Address Line 2

Email \*

to@fcc.gov

City \*

Alternate Email

State \*

-- Select One --

Zip Code \*

Is this person the EAS Participant's day-of-test contact?

Yes  No

Day-of-Test Contact Information

First Name \*

Last Name \*

Transmitter location is the location of the daytime transmitter.

The Geographic Zone is essentially the Operational Area noted in your State EAS Plan.

The drop down box should have the name of your Geographic Zone ... If not, you are prompted to get them from another page. We suggest going to [fccinfo.com](http://fccinfo.com) and entering the call sign, click "Map It." Decimal 83 is there for you!

Here you can note your station's participation level and monitoring assignments. – If you do not have more than one monitoring assignment, just put "vacant" or "N/A" on the line, contact your SECC and see if a second source can be found. This for can be edited later!

The FCC wants to know what kind of EAS unit (encoder/decoder) you have and the firmware/software version used.

This is a good time to check to ensure you have a fully compliant IPAWS CAP system in operation before filling the form out.

The final section seeks more contact information, including who is assigned to log in and report when the NPT is sent.

Phone*	Address Line 1*
<input type="text"/>	<input type="text"/>
Cell Phone	Address Line 2
<input type="text"/>	<input type="text"/>
Email*	City*
<input type="text"/>	<input type="text"/>
Alternate Email	State*
<input type="text"/>	-- Select One --
	Zip Code*
	<input type="text"/>

For assistance with this form, please contact us at [ETRS@fcc.gov](mailto:ETRS@fcc.gov).

## BUT WAIT! THERE IS MORE!

Yes, there is a Form Two – Day of Test Reporting.

Form Two is simpler, and should pre-populate once you enter the contact information. But then there also is Form Three – Receipt of EAS Message, asking for some more information and explanation for any issues.

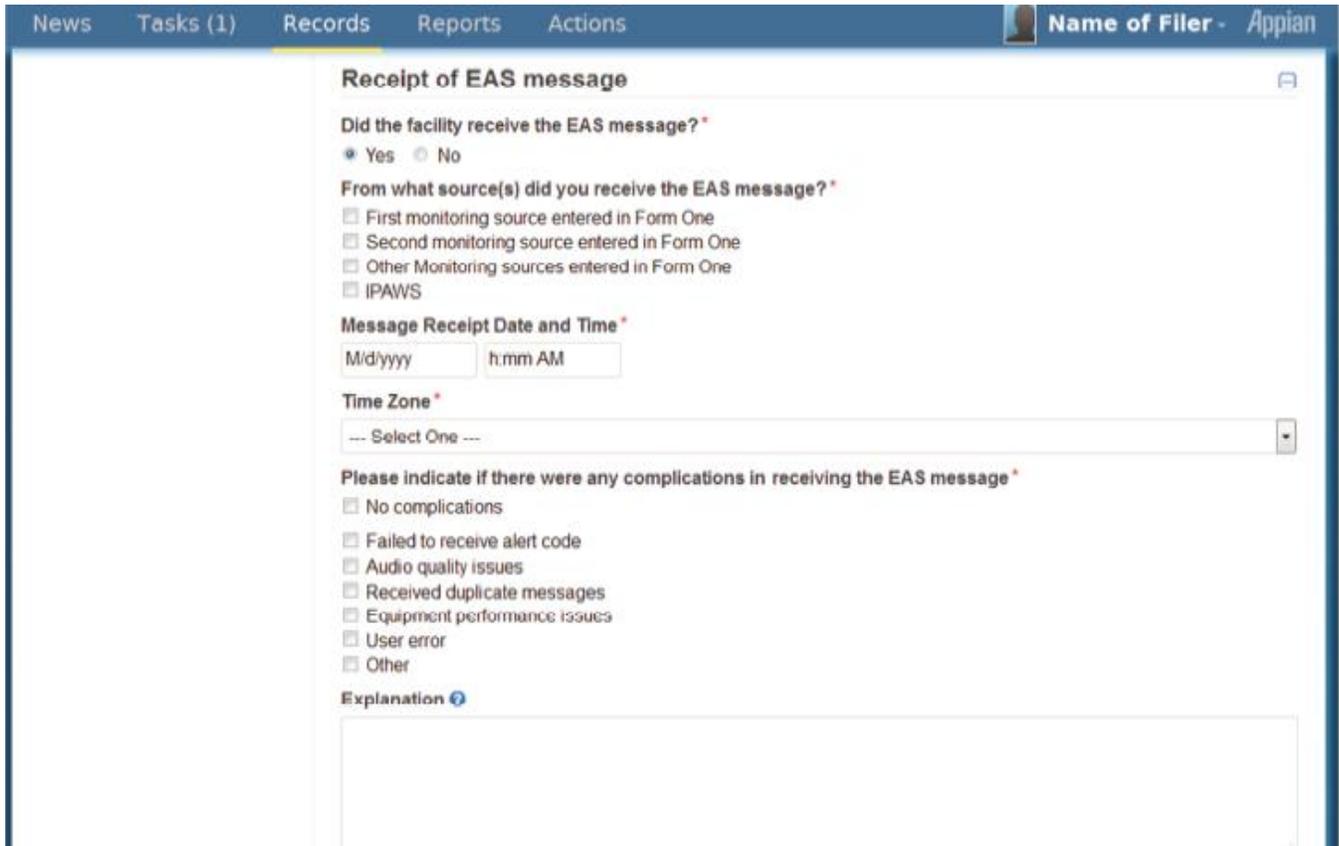
Form Two must be filled out within 24 hours after a test.

These forms are under review and may change over the next month or so, but early screen shots looked like this:

And then .... some more details are requested, about the test itself.

## FORM THREE

Form Three will be due within 45 days of the test.



The screenshot shows a web form titled "Receipt of EAS message" within an Appian interface. The interface has a blue header with navigation tabs: "News", "Tasks (1)", "Records", "Reports", and "Actions". The user's name "Name of Filer - Appian" is visible in the top right. The form contains the following sections:

- Did the facility receive the EAS message?\***
  - Yes  No
- From what source(s) did you receive the EAS message?\***
  - First monitoring source entered in Form One
  - Second monitoring source entered in Form One
  - Other Monitoring sources entered in Form One
  - IPAWS
- Message Receipt Date and Time\***
  - Input fields for "M/d/yyyy" and "h:mm AM".
- Time Zone\***
  - Dropdown menu with "--- Select One ---".
- Please indicate if there were any complications in receiving the EAS message\***
  - No complications
  - Failed to receive alert code
  - Audio quality issues
  - Received duplicate messages
  - Equipment performance issues
  - User error
  - Other
- Explanation ?**
  - Large text area for providing details.

We can expect more information as we get closer to September 28<sup>th</sup>, but again, the FCC has set up a contact/answer person. You can send your questions to [ETRS@fcc.gov](mailto:ETRS@fcc.gov).

We will also post more information on the BDR as it comes in.

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If you would like to be notified when more information is posted, please take 30 seconds and sign up for the one-time-a-week BDR Newsletter [here](#).

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**[Return to The BDR Menu](#)**