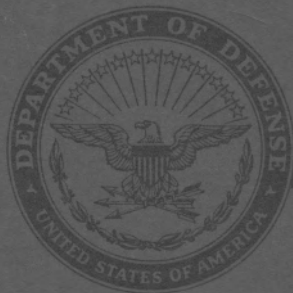
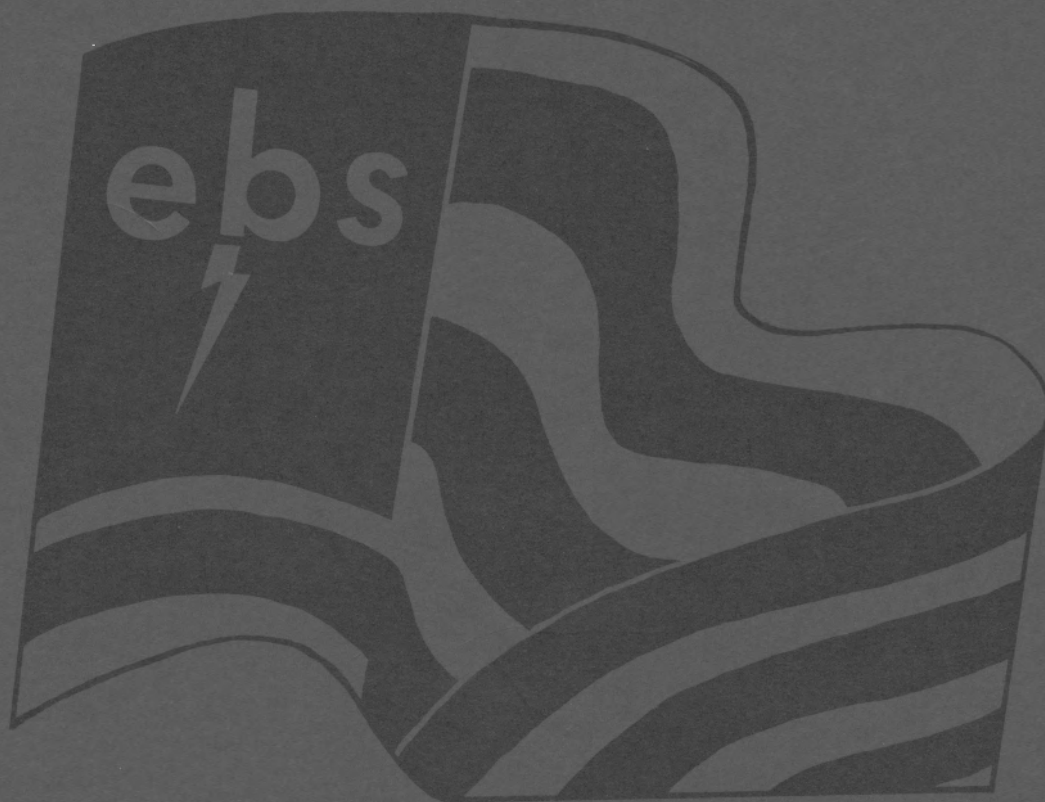


The original documents are located in Box 9, folder “Emergency Broadcast System (2)” of the Ron Nessen Papers at the Gerald R. Ford Presidential Library.

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EMERGENCY BROADCAST SYSTEM PROCEDURES



AEROSPACE DEFENSE COMMAND

FOR OFFICIAL USE ONLY



DEPARTMENT OF THE AIR FORCE

HEADQUARTERS AEROSPACE DEFENSE COMMAND

ENT AIR FORCE BASE, COLORADO 80912




REPLY TO
ATTN OF: N/DOCE

19 March 1976

SUBJECT: Emergency Broadcast System (EBS) Procedures

TO: See Distribution

1. The attached procedures provide Aerospace Defense Command (ADCOM) personnel direction for fulfilling responsibilities with respect to the Emergency Broadcast System. Sufficient background information has been included to furnish perspective to the user. The contents are based primarily on the guidance contained in the listed references.
2. Corrections, additions or deletions should be immediately brought to the attention of this headquarters, ATTN: DOCEE.
3. These procedures are furnished to agencies/offices other than within ADCOM for information purposes only.


WILFRED C. BAIN
Colonel, USAF
Dir for Comm and Elect

1 Atch
EBS Procedures



FOR OFFICIAL USE ONLY

C1
1 Sep 76

DISTRIBUTION

ADCOM/DCOSO	1
ACOC/DOC	3
ACOC/DCS	9
ACOC/DCMOJ	1
NWC-1	1
USAICA	2
WHCA	1
OTP	1
DCA	1

TOTAL: 20

RECORD OF CHANGES

Identification of Change

Date Entered

Signature of Person Making Entry

CI, 1 Sep 76

21 Sep 76

Rebecca K Myers



ADCOM EBS PROCEDURES

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EMERGENCY BROADCAST SYSTEM PROCEDURES

1. PURPOSE. This document is to serve as a single source of reference for ADCOM's policies and procedures related to the Emergency Broadcast System (EBS) and testing of the associated communications equipment and circuits.

2. GENERAL. The EBS provides the President with a readily available, reliable, and low-cost means of emergency communications with the American people. It backs up the normal means of arranging a nation-wide broadcast through the radio and television networks and is normally used only in grave emergencies by the President to give direction to the American people regarding survival and recovery of the nation.

3. REFERENCES.

a. Office of Telecommunications Policy Document, January 1974,
Subject: Emergency Broadcast System Procedures Manual.

b. Federal Communications Commission Document, 15 March 1974,
Subject: Emergency Broadcast System Standard Operating Procedures.

(1) SOP 1 - EBS Activation and Termination Procedures.

(2) SOP 2 - EBS Test Procedures.

(3) SOP 3 - EBS Backup Procedures.

c. U.S. Army Interagency Communications Agency (USAICA) Document,
December 1975, Subject: Emergency Broadcast System Procedures.

4. DEFINITIONS.

a. Emergency Action Notification (EAN) - The order to activate the national-level EBS.

b. Emergency Action Termination - The order to terminate the national-level EBS.

c. NIAC Order - A pre-positioned service order filed with the AT&T Company providing for advance arrangements for program origination reconfiguration of the major radio and television landline broadcast networks voluntarily participating in the EBS.

d. NIAC Order 1/2 Circuitry - Established audio circuitry which interconnects WHCA; USAICA; WTOP, Washington, DC; and Harrisburg, PA (AT&T TVOC). Programs can be originated at or through WHCA (CROWN) or USAICA. Entry into WTOP would be NIAC Order 1; through Harrisburg, NIAC Order 2.

e. White House Communications Agency (WHCA) - Responsible for establishing requirements and directing activation, termination and testing of the EBS.

f. Federal Communications Commission (FCC) - Provides for the voluntary participation in the EBS by the broadcast and communications system.

g. Office of Telecommunications Policy (OTP) - Develops the EBS to assure that its full potential is realized and tasks the Federal Departments and Agencies to implement, operate and improve the system.

h. U.S. Army Interagency Communications Agency (USAICA) - In addition to ADCOM, USAICA is an origination point for release of EBS messages.

5. DEDICATED CIRCUITRY. Dedicated telephone and teletypewriter networks have been installed to permit ADCOM or USAICA to relay EBS actions (e.g., activation, termination, etc.). Specifically, they are identified as the 300 Telephone Network and the 500 Teletypewriter Network (hereafter referred to as the 300 Net and 500 Net).

a. 300 Net - This automatic-ring telephone system has terminals at USAICA (Station 300); ADCOM (Station 301); AP (Station 302); and UPI, Chicago (Station 303). Thus, the 300 Net is so named because of the numerical designators of these stations. Each terminal has the capability of conferencing the entire net or signalling each of the other terminals individually. Only one telephone conversation is possible at any one time. The primary purpose of the 300 Net is to provide a means of voice confirmation to the AP/UPI control points that an EBS message concurrently transmitted via teletypewriter over the 500 Net is authentic (See Annex A).

b. 500 Net - This multipoint, 100WPM, teletypewriter system consists of two automatic send-receive (Model 28 ASR) terminals located at ADCOM and USAICA and approximately 25 receive-only (Model 28 RO) terminals located in various news services, broadcast networks and telephone company facilities. Because each station is identified by a 3-digit code beginning with Station 500, it is known as the 500 Net. The RO terminals are equipped with audible and visual alarms and answer-back generators which are controlled by operating a key. Automatic polling of RO stations by the sending ASR after message transmission provides a means of obtaining acknowledgements. The primary purpose of the 500 Net is to transmit EANs, NIAC orders, NIAC change orders, etc., to the news services, the broadcast industry and the telephone company. (See Annex B)

6. CONCEPT OF OPERATIONS.

a. Actual Transmissions.

(1) Activation. If the President decides to activate the EBS, he will give the order to the WHCA Trip Officer, who telephones either ADCOM or USAICA. If ADCOM is contacted, the CD directs the SC to release a teletype message over the 500 Net. This message, containing the EAN and the NIAC order number, advises the broadcast networks, news services, and AT&T that the system is to be activated for a Presidential address. Upon receipt of the activation message, the networks through their internal alerting systems notify their affiliated stations of the impending activation with AP and UPI over their wire services backing-up the network's notification by advising the stations accordingly. Also, AT&T instructs its associated facilities to configure the national program network in accordance with the NIAC order.

(2) NIAC Order Change. It may be necessary to transfer the entry point for EBS programming after the system has been activated. If so, the Presidential decision to move the point of EBS program entry into the national network is passed to WHCA for implementation. The WHCA Trip Officer calls ADCOM or USAICA and directs a NIAC order change message to be transmitted over the 500 Net. The message is relayed by the recipients in the same manner as the activation process.

(3) Termination. As in the activation process, a Presidential decision is required to terminate the EBS. The method for disseminating the termination message closely parallels the activation and NIAC order change sequences.

b. Test Transmission.

(1) Closed-Circuit. This test is conducted on a scheduled or random basis but not more than once a month and not less than once every three months after prior FCC approval. It exercises the WHCA telephone calls to ADCOM or USAICA, the 500 Net, the 300 Net and includes a NIAC order implementation and a WHCA test broadcast which is monitored by participating broadcast stations.

(2) Weekly (ICE HOUSE). This test is conducted on a random basis with ADCOM and USAICA alternating as origination points. It exercises primarily the 300 and 500 Nets but is initiated by the WHCA Trip Officer to provide training for all personnel who would be involved in actual EBS actions. The nickname "ICE HOUSE" is used by WHCA, ADCOM, and USAICA in conjunction with this test. The nickname is also used by OTP and FCC, but has no meaning to other EBS participants.

7. RESPONSIBILITIES.

a. When ADCOM is selected to release an EBS actual or test message, the primary participants for the required actions will be the Command Director (CD), Systems Controller (SC) and Job Control Supervisor. The Assistant CD must be prepared to perform the CD's functions if the CD is not in position. All Job Control personnel regardless of rank, must be qualified to perform EBS duties, so in the absence of the Job Control Supervisor a sufficient number of qualified personnel will be available to maintain two-man control of EBS operations.

b. The CD, acting for CINCAD, will be the point of contact for the WHCA Trip Officer and will determine the actions to be taken by the SC and Job Control Supervisor.

c. With two-man control maintained throughout the release of an EBS actual or test message, the SC and Job Control Supervisor will release the appropriate message upon the direction of the CD.

d. Normally, an EBS message will be released only by the SC. If the SC is not in position when an EBS call is received from WHCA, two Job Control personnel will perform only the initial actions (i.e., record information, verify authentication, unlock tape cabinet, etc.) with the message release delayed until the arrival of the SC. In an emergency situation the CD may direct the Job Control Supervisor to release an EBS message.

e. In view of the fact that the SC is directly involved in nearly all of ADCOM's EBS operations, the SC must assume numerous responsibilities in addition to those specified within the basic publication. Annex C contains the additional SC responsibilities.

f. ACOC/DC is assigned EBS staff responsibilities for ADCOM. Thus, all initiated requests for procedural as well as policy or responsibility changes will be coordinated with this office, specifically ACOC/DCS.

g. ACOC/DCS will insure that the CD and SC, respectively, are immediately advised of any procedural changes affecting EBS operations. Changes of a temporary nature (less than sixty days) will be provided to the CD, SC and Job Control Supervisor by disposition form or letter and will be maintained in a temporary read file at each position until the expiration date. New procedures to be effective indefinitely will be initially provided in the same manner as temporary notices, but will be incorporated in this publication at the earliest possible date. In addition, DCS will provide for inclusion in the read file a current list of EBS qualified Job Control personnel and, if scheduled, the times and dates of EBS tests to be conducted.

8. POLICIES.

a. Priority. Normally, the EBS actions will take precedence over other CD, SC or Job Control responsibilities; however, the CD will make the final determination as to priorities based on other events involving the ACOC at the same time.

b. Two-Man Control. To preclude an inadvertent release of an incorrect EBS message, two personnel will exercise dual verification of all EBS actions. In particular, the SC and Job Control Supervisor will verify the CD's exchange of authenticators with the WHCA Trip Officer and then select the tape as directed by the CD. Also, the SC will verify that the Job Control Supervisor inserted the correct information in the message prior to restarting the tape after automatic stops.

c. Checklists. Checklists for the CD, SC and Job Control are prepared and updated by DCS. These checklists provided as Annex D to these procedures will be used for both actual and test actions as well as during contingency conditions. It is imperative that all steps in the checklists be followed verbatim unless unanticipated events dictate a departure. For rapid recording of information when EBS actions are required, these checklists will also be maintained in a separate binder with document protectors at the CD, SC and Job Control Supervisor positions.

9. PROCEDURES. As indicated in paragraph 8c, checklists are provided for all EBS actions.

a. Outlined below is a summary of the checklist actions (Appendices 1 through 6 to Annex D) when ADCOM is initially selected as the origination point for an EBS actual or test message:

- (1) WHCA Trip Officer contacts CD via AUTOVON or commercial telephone.
- (2) CD alerts SC and Job Control Supervisor via a direct ringing circuit for an EBS conference.
- (3) WHCA Trip Officer and CD exchange authenticators with the SC and Job Control Supervisor verifying the authentication.
- (4) WHCA Trip Officer provides the type action required and other necessary instructions.
- (5) The CD directs the SC and Job Control Supervisor to release the appropriate message.
- (6) The SC and Job Control Supervisor select the correct tape from the dual-locked cabinet.

(7) The Job Control Supervisor inserts the tape into the teletype equipment and, when informed to do so by the SC, begins transmission of the message over the 500 net.

(8) The SC confirms over the 300 Net that AP/UPI/USAICA are receiving the message.

(9) The SC informs the CD, who in turn informs the WHCA Trip Officer, that the message is being transmitted.

(10) The Job Control Supervisor keypunches the required information into the message when the tape automatically stops.

(11) The SC verifies that the keypunched information is correct and instructs the Job Control Supervisor to restart transmission.

(12) The SC, upon completion of the transmission, will cause a poll of the terminal stations on the 500 Net for acknowledgements.

(13) The SC informs the CD, who in turn informs the WHCA Trip Officer, which stations, if any, failed to acknowledge after three pollings.

(14) The SC notifies the National Warning Center (NWC1) that ADCOM has completed transmission of an EBS actual or test message. (See Annex E for response procedures by NWC1.)

(15) The SC will transmit to the delinquent stations a short message providing acknowledgement instructions.

(16) The SC, if a station still fails to acknowledge, will place a commercial or AUTOVON call to that station to ascertain the reason.

(17) The SC provides the CD with a final report and the CD advises the WHCA Trip Officer accordingly.

(18) The CD notifies the NMCC, CINCAD and ACOC/CC, as appropriate, of the completed action.

(19) The SC prepares a report for transmission to OTP, FCC, WHCA, DCA and USAICA.

b. The following is a summary of the checklist actions (appendix 8 to Annex D) in case USAICA must transfer control to ADCOM:

(1) USAICA, if initially selected as the origination point for release of an EBS actual or test message and unable to effect release, will contact the CD directly on either the AUTOVON or commercial number designated for EBS use.

(2) The CD should react to the call from USAICA just as if the call was received from the WHCA Trip Officer. That is, he alerts the SC and Job Control Supervisor via the direct ringing circuit, authenticates using the appropriate section to the WHCA-1 list, copies the essential information and directs the release of the appropriate message.

(3) The SC and Job Control Supervisor will release the message and report the results to the CD in the same manner as when ADCOM was initially the origination point. However, because USAICA will remain as the point of contact for the WHCA Trip Officer, USAICA will maintain contact with the CD to copy the transmission results.

10. CONTINGENCY PROCEDURES. The following procedures are for use when an EBS actual or test action is in progress. They are intended primarily for guidance and not as a substitute for professional judgement.

a. 300 Net Failures.

(1) If AP/UPI cannot be contacted on the 300 Net, the SC should request USAICA to attempt contact on the 300 Net.

(2) If both ADCOM and USAICA are unable to contact AP/UPI over the 300 Net, the SC will attempt contact using the commercial numbers listed in Appendix 3 to Annex A.

b. 500 Net Failures.

(1) If difficulties such as garbled text or no acknowledgements are encountered, the SC should retransmit the message.

(2) If retransmission of the message does not resolve the difficulty or upon failure of the ADCOM terminal, the CD will direct the SC to transfer control to USAICA using the 300 Net or, if necessary, the alternate numbers in Appendix 3 to Annex A. A checklist (Appendix 7 to Annex D) is available for this purpose. In this case, the CD will remain as the point of contact for the WHCA Trip Officer and should provide the status reports required by the checklists.

(3) If neither ADCOM nor USAICA are able to effect release of a test message, the test should be cancelled. However, after the above steps have been exhausted while attempting to release an actual activation, NIAC order change, or termination message, the CD will direct the SC to transmit the message orally by using the EBS Backup Telephone Procedures (FCC SOP-3). This SOP establishes a cascading telephone call system to notify the 500 Net stations. White envelope authenticator words will be used for these notifications.

c. If national communications capabilities have been severely reduced, the CD, with the assistance of the SC, should use any and all communications resources to effect release of actual EBS messages. In particular, FLASH OVERRIDE precedence should be used with AUTOVON calls and FLASH EMERGENCY with commercial calls. In addition to using the capabilities available at their positions, the CD and SC should request assistance from the ACOC, Ent and Ft Carson operators as well as the commercial operators.

d. If none of the above contingency procedures are effective, the CD should advise the WHCA Trip Officer accordingly.

11. AUTHENTICATION MATERIALS.

a. WHCA-1 - This confidential list is issued to the CD, SC, and Job Control Supervisor for six-month periods beginning in May and November and provides for a telephone challenge by the WHCA Trip Officer and a response by ADCOM or USAICA. It can also be used between ADCOM and USAICA if transfer of control is necessary. Separate sets of digraphs are available for actual and test actions. The list should be placed in the binder containing the actual, test, and contingency checklists so as to be readily available upon initiation of EBS actions.

b. EBS Authenticator List (Red Envelope) - This unclassified (FOUO) list is issued for six-month periods beginning in January and July and is placed in the tape cabinet. For actual actions, separate lists of daily authenticators are contained inside the envelope for activation and termination. In case of a NIAC Order Change, the activation authenticator is used. Monthly test authenticators are indicated on the outside of the envelopes. To prevent confusion, tape cannisters for closed circuit test have been annotated with a warning label directing attention to red authenticator envelope for proper authenticators.

c. EBS Authenticator List (White Envelope) - This unclassified (FOUO) list is issued for the same periods as the red envelope and is also placed in the tape cabinet. This list is used only if the telephone backup procedures outlined in paragraph 10b(3) must be implemented for actual EBS activation, NIAC order change, or termination.

12. TELEPHONE LISTINGS/MAILING ADDRESSES.

a. The telephone listings and mailing addresses of agencies/offices associated with the planning and supervision of the government's EBS participation are contained in Annex F as EBS Contacts.

b. The methods of contacting USAICA operations and the phone numbers for AP/UPI are contained in Appendix 3 to Annex A.

c. The primary and, if available, alternate numbers for contacting stations on the 500 Net are listed in Appendix 5 to Annex B. Furthermore, the receive-only stations on the 500 Net are assigned one of three priorities. Priority I stations are essential to any EBS actions. Inability to obtain acknowledgements from these stations by teletype or telephone in the course of an EBS action must be reported to the WHCA Trip Officer as specified in the checklists. There is no attempt to establish priorities within a priority group. In general, telephone calls will be initiated to all Priority I stations before attempts are made to call Priority II stations, and all Priority II stations should be called before attempting to call Priority III stations. Priorities of the stations are indicated in Appendix 4 to Annex B.

d. All commercial calls made in connection with EBS operations should be entered in the EBS telephone log. This log is used for verification purposes upon receipt of the telephone bill.

13. TELETYPE TAPES.

a. General. Pre-cut, mylar teletypewriter tapes which are color coded for identification purposes are stored in a cabinet in the SC area. The actual and test tapes are physically separated by a partition with each compartment dual-locked. The SC and Job Control Supervisor each have a key to unlock only their designated lock of each compartment. Each tape has an automatic stop function in the heading which allows the SC and Job Control Supervisor to verify that the correct tape was initially selected and requires manual intervention before the start of the text of the message.

b. Description.

(1) Actual Activation

(a) Color - Red

(b) Contents - EAN message, one-minute pause, NIAC order message.

(c) Automatic Stops - Seven (once for tape check, three times for authenticator word, twice for date/time, once for NIAC order number).

(2) Actual NIAC Order Change

(a) Color - Blue

(b) Contents - NIAC order change message only.

(c) Automatic Stops - Five (once each for tape check, NIAC order termination number, NIAC order implementation number, authenticator word, date/time).

(3) Actual Termination

(a) Color - Green

(b) Contents - Termination message only.

(c) Stops - Four (once for tape check, twice for authentication word, once for date/time).

(4) Closed Circuit Test Activation

(a) Color - White (silver)

(b) Contents - Simulated EAN message, one-minute pause, simulated NIAC order message.

(c) Automatic Stops - Nine (once for tape check, four times for authenticator word, twice for date/time, twice for NIAC order number).

(5) Closed Circuit Test Termination

(a) Color - Black.

(b) Contents - Simulated termination message only.

(c) Stops - Five (once for tape check, twice for authenticator word, once for termination time, once for date/time).

(6) Weekly (ICE HOUSE) test

(a) Color - Yellow

(b) Contents - Instructions in case of technical problems, information concerning EAN and NIAC order implementation procedures.

(c) Stops - One (date/time).

(7) Please Acknowledge

(a) Color - Since this message is included at the end of each of the preceding six tapes, the color is the same as the one to which attached.

(b) Contents - Acknowledgement instructions for those stations that did acknowledge receipt of either actual or test messages when polled.

(c) Stops - None.

c. The texts of the EBS actual and test messages are printed in Annex G. All personnel with EBS responsibilities should be familiar with the content of these messages. The text of the "Please Acknowledge" message is also included in the annex for information. It is selectively transmitted to those stations who do not acknowledge receipt of an EBS message and is included at the end of each of the actual and test tapes.

14. TRAINING.

a. The SC and Job Control personnel will participate in regular training sessions to insure they maintain a high degree of proficiency in the operation of the EBS teletype equipment, as well as other actions involved in the release of EBS messages.

(1) The training outline in Annex H will be used to train and evaluate SC and Job Control personnel initially assigned EBS duties. Although the SC and Job Control Supervisor are responsible for conducting training, newly assigned personnel need to be certified by the Chief, DCS, or his designated EBS Project Officer prior to assuming duties. A record of the evaluations will be kept on file and the listing of Job Control personnel qualified to perform EBS duties will be updated (see paragraph 7g) accordingly.

(2) As part of their initial EBS certification, all personnel will be administered a written test. The EBS Project Officer will review the results of the test with each individual tested.

(3) SCs will reevaluate on a monthly basis all Job Control personnel on the respective crews. The individual's initial evaluation will be annotated by the SC upon satisfactory completion of a monthly evaluation.

(4) Periodic unannounced evaluations will be conducted by DCS to determine the proficiency of the SC and Job Control personnel.

(5) The SCs and Job Control personnel will maintain proficiency in operating the 500 Net ASR terminal. Appendix 6 to Annex B contains detailed procedures for the ASR operation. As a minimum, all personnel will operate the equipment (off-line) once per ten-day shift cycle. Procedures for ASR off-line training are outlined in Appendix 7 to Annex B.

b. The CD will insure that he and the Assistant CD have a thorough understanding of this publication. In particular, they should know the EBS procedures requiring their actions and be familiar with the respective checklists.

15. REPORTS.

a. At the conclusion of each test, and, if requested, actual actions, the SC will prepare a formal report using the formatted messages (see Annex I) provided by DCS. It is essential that the results be disseminated expeditiously to OTP, FCC, DCA and USAICA in order that corrective action be taken. If possible, the message report should be dispatched prior to the close of the next normal duty day following the EBS event.

b. It is important that complete information on equipment malfunctions and operator errors be included. In addition to entering information required in designated blocks, the SC should include detailed information concerning major problems such as a complete net failure or a need to transfer control to USAICA.

c. For those stations contacted by telephone after failing to acknowledge the "Please Acknowledge" message, the SC should indicate whether the message was received and, if so, whether in clear text or garbled. See Appendix 8 to Annex B for guidance relative to the following information to be included in the report.

(1) If the message was received garbled, state the extent of garble.

(2) If the message was received in clear text, state whether the visual lamp was lit at the time of the call.

(3) If the lamp was lit, state whether an acknowledgement was received after instructing the station personnel to operate the answer-back key.

16. EQUIPMENT MALFUNCTIONS. Malfunctions of ADCOM's 300/500 Net equipment or other net problems noted by ADCOM will be reported to USAICA by the SC. The SC will also keep the CD apprised of serious malfunctions.

17. BRIEFINGS. The SC will be required occasionally to conduct briefings on the operation and configuration of the EBS. The briefing in Annex J has been prepared to assist the SC in conducting these briefings. Briefing charts are also available. All SCs should be familiar with the briefing data in that a briefing may be required with little advance notice.

18. ANNEXES. In previous paragraphs references are made to the several annexes or, more specifically, appendices to one of these annexes which are an integral part of this publication. The inclusion of the attached annexes was necessary not only for the convenience of consolidating related information, but also for facilitating the publishing of changes. These annexes including the appendices thereto are listed in the Table of Contents.

EBS 300 TELEPHONE NETWORK

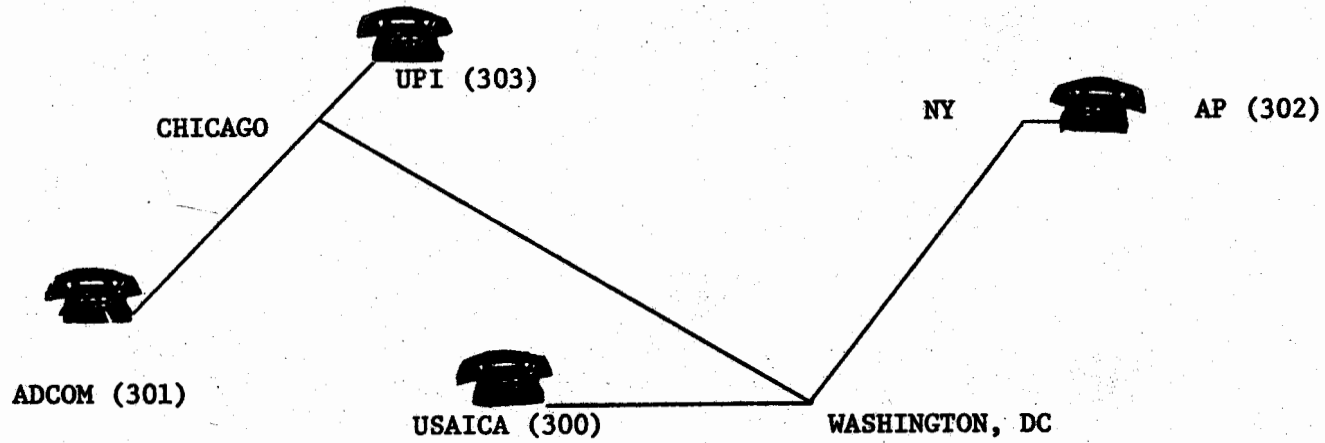
This annex contains information related to the configuration and operation of the 300 Telephone Network.

<u>Appendix</u>	<u>Title</u>	<u>Page</u>
1	Routing	A-2
2	Procedures for 300 Net Operation	A-3
3	Failure of 300 Net (Alternate Methods to Contact USAICA/AP/UPI)	A-4



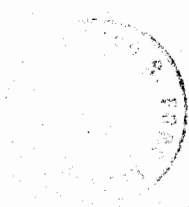
EBS 300 NET (TELEPHONE) ROUTING
CIRCUIT No. 15600-001

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A-2

Appendix 1 to Annex A



PROCEDURES FOR 300 NET OPERATION

1. Outgoing Calls.

a. To make a conference call, press the button marked "Conference" one time only. The light associated with the button will illuminate briefly and then extinguish. Allow sufficient time for all parties to answer.

b. To call a station (AP, UPI, or USAICA) individually, press the button associated with the desired station. Press the button only once. The light associated with that button will illuminate briefly. Do not press the button while talking.

c. It is possible to add one or two parties to form a conference after initiating a single call. Simply depress the additional button or buttons in succession.

d. When initiating a call, identify your station as "ADCOM" and state your name (See paragraph 3 below).

2. Incoming Calls.

a. In addition to a continuous audible alarm, the illumination of the red light located above the tape cabinet will indicate that USAICA, AP or UPI is calling ADCOM.

b. When answering a call, identify your station as "ADCOM" and state your name (see paragraph 3 below).

3. Courtesy. In view of the voluntary EBS participation of the news industry, courtesy during conversation with the personnel at AP and UPI is particularly encouraged.



FAILURE OF 300 NET

(ALTERNATE METHODS FOR CONTACTING USAICA/AP/UPI)

USAICA

AUTOVON

Primary - 380-0099
1st Alternate - 380-5500
2nd Alternate - 380-5357
3rd Alternate - 380-5011 (ask operator for Systems Controller)

COMMERCIAL

Primary - 202/737-5721 (ask operator for 5500 or Systems Controller)
1st Alternate - 202/484-3080 (ask operator for 380-5500 or
Systems Controller)
2nd Alternate - 703/662-9201 (ask operator for 5500 or Systems Controller)

FEDERAL TELECOMMUNICATIONS SYSTEM

Primary - 800-380-5500/5357
Alternate - 800-380-5011 (ask operator for 5500 or Systems Controller)

RADIO

High Frequency (HF) - USAICA continuously monitors 10.493 MHz on upper side band (voice). Contact may be made by calling WAR-42 and asking for phone patch to the USAICA Systems Controller.

AP

COMMERCIAL

Primary - 212/262-8120
Alternate - 212/262-8126

UPI

COMMERCIAL

Primary - 312/467-5066
Alternate - 312/467-5055/Ext. 32



EBS 500 TELETYPEWRITER NETWORK

This annex contains information related to the configuration and operation of the 500 Teletypewriter Network.

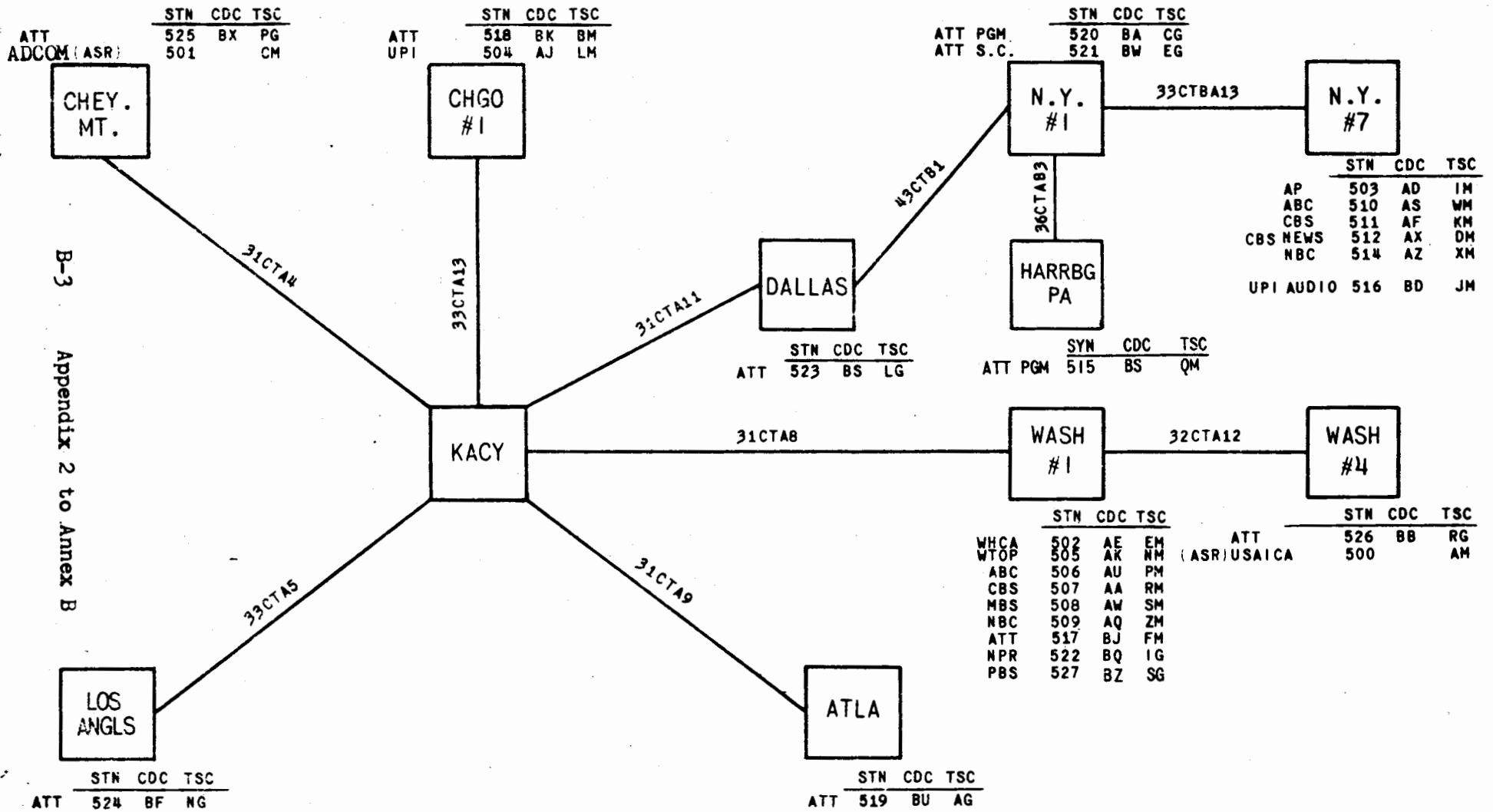
<u>Appendix</u>	<u>Title</u>	<u>Page</u>
1	Circuitry and Restoration Priorities	B-2
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CIRCUITRY AND RESTORATION PRIORITY

1. Two circuits have been provided to interconnect the 500 Net terminals - a primary circuit GT13051-001 (Appendix 2) and a backup circuit GT3051-002 (Appendix 3).
2. The primary circuit consists of several major legs, all terminating in Kansas City. If circuit trouble arises on any of these legs, it is immediately patched off at Kansas City in order that the rest of the net remains operable. Likewise, as soon as the specific location of the trouble has been determined, additional unaffected circuitry can be restored if possible. If the trouble is located in the circuitry rather than the terminal equipment, restoral is made through other paths. Since the restoration priority is only 3b, it may be expedient to use sections of the backup circuit for restoring the primary.
3. Also assigned a 3b restoration priority, the backup circuit because it is dedicated is not vulnerable to seizure for restorals in other systems. The backup would probably not be used in its entirety unless AT&T, Kansas City, was lost.

GT 13051-001 "500 NET" (PRIMARY)

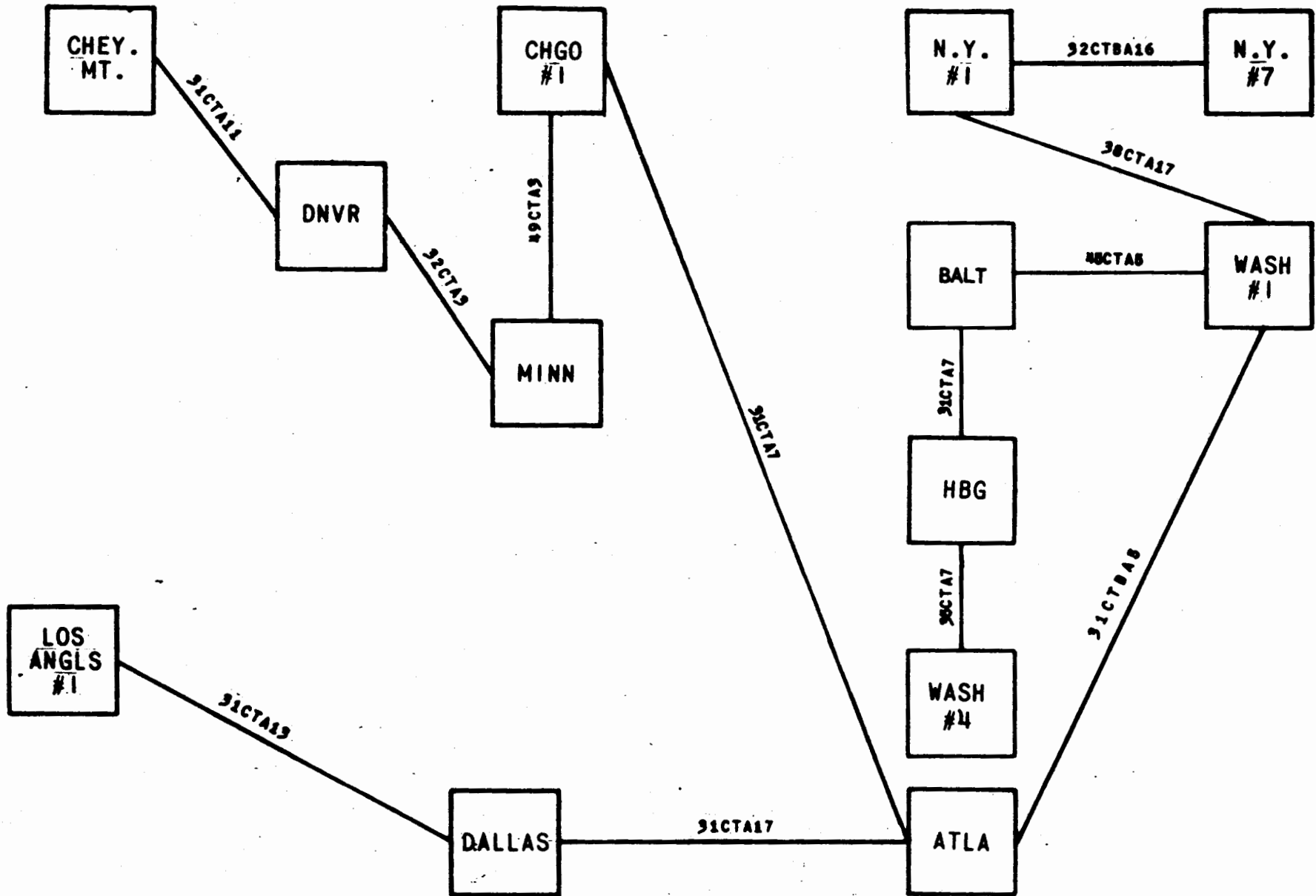
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B-3 Appendix 2 to Annex B

GT 13051-002 500 NET(BACKUP CIRCUITRY)

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B-4 Appendix 3 to Annex B

EBS 500 NET STATION PRIORITIES

<u>Station No.</u>	<u>Location</u>	<u>Station No.</u>	<u>Location</u>
<u>PRIORITY I</u>			
503	AP, NY	510	ABC, NY
504	UPI, Chicago	511	CBS, NY
505	WTOP, Washington	514	NBC, NY
508	MBS, Washington	515	AT&T PGO, Harrisburg
		520	AT&T, NY
<u>PRIORITY II</u>			
506	ABC, Washington	518	AT&T, Chicago
507	CBS, Washington	519	AT&T, Atlanta
509	NBC, Washington	521	AT&T, NY
512	CBS, NY	522	NPR, Washington
516	UPI, NY	523	AT&T, Dallas
517	AT&T, Washington	524	AT&T, Los Angeles
		527	PBS, Washington
<u>PRIORITY III</u>			
502	WHCA, Washington	526	AT&T, Washington
525	AT&T, NCMC		

**EMERGENCY BROADCAST SYSTEM
500 NET TELEPHONE NUMBERS**

FOR OPERATIONAL USE

STATION		TELEPHONE NUMBERS	
NO.	LOCATION	PRIMARY	ALTERNATE
500	USAICA	AUTOVON 380-5266 (202) 737-5721 X5264	AUTOVON 380-5266 (703) 662-9201 X5264
501	ADCOM	AUTOVON 834-3999 (303) 473-7488	AUTOVON 834-1211 X3275 (303) 473-4010 X3275
502	WHCA, Wash	AUTOVON 231-1467 X4010 (202) 395-4010	AUTOVON 231-1467 X4147 (202) 395-4147
503	AP, NY	(212) 262-8120	(212) 262-8121
504	UPI, Chicago	(312) 471-1634	(312) 781-1605
*505	WTOP, Wash	(202) 686-6125	(202) 686-6100
**506	ABC, Wash	(202) 393-7700 X264	
***507	CBS, Wash	(202) 296-8750	
+508	MBS, Wash	(202) 785-6400	
509	NBC, Wash	(202) 362-3077	(202) 686-4395
510	ABC, NY	(212) 581-7777 X7515 ask for Charge Editor	(212) 787-5076
++511	CBS, NY	(212) 582-3830	(212) 765-4321 X2031
512	CBS News, NY	(212) 586-7828	(212) 975-4321
513	unassigned		
514	NBC, NY	(212) 582-9362	(212) 247-8300 X2468
515	Harrisburg, PA PGO	(717) 255-5866	(717) 255-5898
516	UPI Audio, NY	(212) 867-3995 (rotary)	

- * - closed 0001 - 0600 Sunday; 0100-0530 all other days.
- ** - closed 2200 - 0600 Mon thru Fri; closed Sat & Sun 2200 - 0800.
- *** - closed Mon thru Fri 2130-0600; closed Sat & Sun 2230 - 0700.
- + - closed 2400 - 0500 weekdays; 2400 - 0600 Sat & Sun
- ++ - closed 2300 - 0900 daily

STATION		TELEPHONE NUMBERS	
NO.	LOCATION	PRIMARY	ALTERNATE
517	AT&T TVOC, Wash	(202) 628-9057	(202) 393-8377
518	AT&T TVOC, Chicago	(312) 368-3123	(312) 368-3120
519	AT&T TVOC, Atlanta	(404) 529-8083	(404) 529-8492
520	AT&T NR Gen Con, NY	(212) 226-3130	(212) 393-6171
521	AT&T STATC, NY	(212) 393-6771 (rotary)	
*522	Nat Pub Radio Ntwk	(202) 785-5545	(202) 785-5380
523	AT&T TVOC, Dallas	(214) 745-4501	(214) 821-0507
524	PT&T LA-AOC, LA	(213) 621-6468 (rotary)	(213) 621-6378
525	AT&T, NCMC	AUTOVON 834-1211 X3317	
**526	AT&T, Wash 4	(202) 457-3206 AUTOVON 380-5741	(202) 737-5721 X5741
***527	Pub Broadcast Svc	(202) 488-5147	

* - open 0900 - 2300 Mon - Fri
 ** - open 0800 - 1630 Mon thru Fri
 *** - closed 0300 - 0600

TVOC - Television Operating Center
 STATC - Status Center
 LA-AOC - Los Angeles Audio Operating Center
 NR - Network Radio
 PGOC - Program Operations Center

ASR TERMINAL OPERATION

1. When ADCOM is established as the origination point for the release of an EBS actual or test message, the SC and Job Control personnel are responsible for the timely transmission of the appropriate message over the 500 Net. To insure that the message is properly transmitted without unnecessary delays, it is important that a specific sequence of steps be followed prior to and while operating the ASR during transmission of a teletype message. Also, upon completion of the transmission, certain actions are required to insure that proper polling is accomplished.

2. In view of the aforementioned, the following steps are listed to assist the SC and Job Control personnel:

a. SC and JC insure initial conditions are set correctly on ASR (see Annex C).

b. JC inserts appropriate pre-cut TTY tape in the tape reader with switch in "free" position. The tape must be positioned so as to start on the "letters function" portion of the tape.

NOTE: The "letters function" can be identified by a series of 1, 2, 3, 4, 5 punches after the tape leader which contains only feeder holes.

c. SC checks to insure tape is inserted correctly.

d. JC types "figures H letters M" functions on the keyboard. The first function (figures H letters) will place the ROs in the non-print condition while the second function (M) will set the ASR for tape transmission.

e. JC places tape reader switch in the "run" position. This illuminates the "bid" light on the Message Addressor and message transmission will begin.

NOTE: If transmission does not start, depress restart button on the tape reader and turn SP switch on and off to allow Automatic Station Selector to clear.

f. SC and JC check to insure that correct message is being transmitted when tape stops automatically (except weekly test) for that purpose.

g. JC, upon approval of the SC, depresses restart button on the tape reader to continue the transmission. If transmission does not begin after depressing the restart button, then figures H, Letters M can be used to start the transmission since the UU function will follow after transmission begins.

NOTE: At this time, the SC contacts AP/UPI/USAICA over the 300 Net, as required in the checklists, and also notifies the CD of the results.

NOTE: When the "UU" function has been transmitted, this function places the ROs in a print condition, activates the audible and visual alarm, and disables the answer-back generators. If the tape stops for an unknown reason after this point, the "figures H letters" function (places ROs in non-print condition) should not be typed on the keyboard as a restart method unless it is immediately followed by the typing of "UU" on the keyboard. Transmission of the message can then be continued by depressing the restart button on the tape reader or typing the "M" function on the keyboard.

NOTE: If USAICA is off-line when the "UU" function is transmitted, the tape will stop because it is necessary to receive a "V" function from their ASR before our ASR will continue. This "V" function can be typed on the keyboard in order to continue transmission.

h. JC types (when the tape automatically stops) into the message via the keyboard one or more of the following items depending upon the EBS message being transmitted.

(1) Current Washington, DC date and time in accepted military format (Example: 9 March 76, 10:30 P.M. as opposed to 9 March 1976, 2230 hours). This time is provided by the WHCA Trip Officer.

(2) Program time in Washington, DC time (military format will be used as shown above). This time is also provided by the WHCA Trip Officer.

(3) NIAC Order Number to be implemented and/or terminated spelled out in letters (Example: thirty-two as opposed to 32). This information is provided by the WHCA Trip Officer.

(4) Authenticator words. For actual transmission, the daily words are inside the sealed red envelope; for tests, the monthly words are on the outside of the envelope.

NOTE: When entering the pertinent data in any EBS message, if an error is introduced, transmit eight Es from the keyboard and then enter the correct word or words (Example: NIAC Order Number SEFTH EEEEEEEE SEVEN).

i. JC, upon approval of the SC, depresses the restart button on the tape reader to continue the message transmission.

j. JC places the tape reader switch in "free" or "stop" position upon completion of the message transmission.

k. SC turns SP key to the "poll" position (horizontal).

NOTE: An alarm, which will sound when the SP key is turned on, can be turned off by depressing the AR/AL button on the Message Addressor.

l. JC turns the station poll key off (vertical) when an acknowledgement is received as indicated on the printer by the station's two-letter designation (EM, IM, etc.) being followed, after a carriage return/line feed, by its respective numerical code (502, 503, etc.).

NOTE: Do not turn off stations (500 (USAICA) or 501 (ADCOM) on the Automatic Station Selector.

NOTE: Allow the poller to cycle three times which should provide sufficient time for all stations to acknowledge.

m. JC turns the SP key off after the third polling and depresses the button on the Message Addressor associated with each station from which an acknowledgement was not received.

NOTE: A station not acknowledging can be identified on the printer by a space and a machine generated M after the station's two-letter designation.

NOTE: At this time, the SC notifies the CD of the polling results as required in the checklists.

NOTE: If less than half of the stations of the 500 Net acknowledge receipt of the EBS message, retransmit the message to those stations on the 500 Net which did not acknowledge. Or, if more than half acknowledge, transmit the "Please Acknowledge" tape to those stations, if any, which did not acknowledge. Follow the procedures in paragraphs n through t in either case.

n. JC, depending upon whether the initial message is to be retransmitted or the "Please Acknowledge" message is to be transmitted to selected stations (see above note), will either:

(1) Return the tape in the tape reader to the beginning of the initial message, positioning it such that the "UU" function will not be retransmitted, or

(2) Advance the tape through the tape reader to the "Please Acknowledge" portion of the tape. There is not a "UU" function preceding this message.

NOTE: In either of the above cases, the preparatory conditions are the same and should have been accomplished by following the preceding instructions. That is, the tape reader should be in the "free" or "stop" position and for those stations that did not acknowledge, the polling keys should still be in the horizontal position on the Automatic Station Selector and the respective address buttons should be depressed on the Message Addressor. Also, the SP key should be off (vertical).

o. JC turns the SP key to the "poll" position (horizontal).

NOTE: The audible alert can be silenced by depressing the AR/AL button on the Message Addressor.

p. JC, upon approval of the SC, places the tape reader switch in the "run" position.

NOTE: Allow sufficient time for the poller to sequence the selected stations. Transmission will begin automatically.

q. JC turns the SP key off (vertical) when transmission begins.

NOTE: The above step is not absolutely necessary for the "Please Acknowledge" message, but if the initial message is being retransmitted, the ROs will be polled during the automatic stops if the SP key is on.

NOTE: Steps h and i will be repeated if the initial message is retransmitted.

r. JC places the tape reader switch in the "free" or "stop" position upon completion of the message transmission.

s. SC turns SP key to the "poll" position (horizontal).

t. JC turns the station poll key off (vertical) when an acknowledgement is received as indicated on the printer (see paragraph 21).

NOTE: Allow the poller to cycle at least three times.

NOTE: At this time, as required in the checklists, the SC notifies the CD of the polling results and begins to telephone those stations which did not acknowledge if the "Please Acknowledge" message was transmitted.

u. JC, if the initial message was retransmitted, prepares to transmit the "Please Acknowledge" message by repeating steps M through t.

v. JC, verified by the SC, removes the tape from the tape reader and sets the initial conditions on the ASR.

PROCEDURES FOR ASR TRAINING

To preclude inadvertent transmission of an EBS message to any 500 Net RO terminals during training sessions, the following precautions will be taken to insure that Station 501 (ADCOM) is off-line.

1. Request permission from USAICA to patch Station 501 off net for training purposes.
2. After approval, place the control switch in the off-line position to remove the ASR equipment from the 500 Net. This switch provides positive control over the operational configuration of the ASR; therefore, it is not necessary to coordinate with AT&T.
3. Poll receive-only stations on the 500 Net. When Station 501 is off-net, the two-letter station codes (EM, IM, etc.) will print out as when on-line; however, rather than numerical answer-back codes (502, 503, etc.) being received, a space and machine-generated M (without a carriage return/line feed) will be indicated.
4. Only the three paper TTY tapes, marked "Practice", will be used for training purposes. These paper tapes have been duplicated for practice from the weekly test and closed circuit test activation and termination tapes; however, as an added safeguard, these practice tapes do not have the "UU" function (two consecutive 1, 2, 3 punches) included at the beginning of the tape. This will insure that only USAICA receives the message even if Station 501 were inadvertently on-line.
5. When the authenticator word, NIAC order number, and times are typed into the message via the keyboard at the times that the practice tape automatically stops, the word "practice" should be used as the authenticator, "zero" as the NIAC order number, and a date and time that does not include the current time, day, month, or year.
6. When using the message addressor, only Stations 525 and 526 should be selected for retransmission purposes. Again, this serves as an added safeguard if Station 501 was on-line.
7. Upon completion of training, return ASR to initial conditions, place switch in on-line position, poll RO stations to verify that ASR is on-line and notify USAICA that Station 501 is on the net.
8. It is noted that an appropriate entry should be made in the EBS journal at the start and conclusion of training.

DETERMINING CAUSES FOR NON-ACKNOWLEDGEMENT OF EBS TEST MESSAGES BY

500 NET STATIONS

Many outages on the 500 Net reported as equipment failures have resulted from an apparent misunderstanding of acknowledgement procedures on the part of operators at the receive-only terminals. To assist the SC in determining whether the lack of acknowledgement from a station was caused by equipment failure or operator error, the operating procedures for a receive-only station are provided, followed by a sample series of questions to ask when calling a station that did not acknowledge receipt of a test message.

a. Receive-only station procedures.

(1) Upon receipt of an EBS message, the audible alarm will sound and the visual lamp will light.

(2) Operation of the Alarm Cut-Off (ACO) key while the message is being received will silence the audible alarm.

(3) A second operation of the ACO key after the complete message is received will enable the answer back generator to send an acknowledgement to the message originator when polled. Also, the lamp will extinguish at this time. If the key is not operated the second time or it is operated before the completion of the message, the answer-back generator will not operate during polling.

b. Telephoning Receive-Only Stations. In view of the voluntary EBS participation of the broadcast, news and telephone industries, courtesy during telephone conversations with the civilian personnel stations on the 300 and 500 Nets is emphasized. The following dialogue will fulfill this need for courtesy and at the same time provide a guard against receiving faulty information when telephoning receive-only stations because of non-acknowledgement of test messages:

(1) "This is (Name) conducting an EBS (Weekly, Closed Circuit) test. Did you receive the message?" If the answer is negative, read the message and report as an outage.

(2) If the answer is positive, ask, "Is the visual alarm lamp lit?" If the answer is negative, report as a visual alarm failure.

(3) If the answer is again positive, request "Please operate the acknowledgement key (ACO key)." If no acknowledgement is received by teletype, report as an answer-back generator failure. If an acknowledgement is received, report initial problem as an operator error.

(4) If an acknowledgement was still not received, so state as an equipment malfunction.

SYSTEMS CONTROLLER RESPONSIBILITIES

In addition to the specific requirements indicated within the basic publication, the SC is responsible for the following list of additional duties associated with the EBS:

a. Insure that two qualified personnel are present for EBS duties at all times. A current list of Job Control personnel qualified to perform all functions of EBS actual and test actions is in the "read file" at all times.

b. Insure two-man control is maintained while EBS actual or test actions are taken.

c. Assign Job Control responsibilities when conflicts arise during EBS actual or test conditions. EBS actions will normally take precedence over other SC and Job Control actions.

d. Verify that initial conditions as indicated below are set on the ASR at the beginning of each shift and upon completion of actual, test, or training actions:

(1) All polling keys for operational stations in horizontal position.

(2) All buttons on message addressor released (depress CA button).

(3) SP (Stop Polling) key in vertical position.

(4) V-TST key in horizontal position (stations are polled in normal sequence).

(5) MON (Monitor), IAL (Intercept Alarm) key in horizontal position (ASR is connected only on intercept of a transmission, lamp lights and buzzer sounds).

e. Insure that all authenticator lists and cabinet keys are in their proper location. Specifically, the SC should have one key in his possession while the Job Control Supervisor is responsible for the other.

f. Conduct training and evaluations for Job Control personnel as required.

g. Review daily read file at the beginning of each shift.



h. Log significant events in the EBS journal. Examples of events to be included are as follows:

- (1) Reporting for duty and checking initial conditions.
- (2) Equipment and circuit outages.
- (3) Releases for maintenance.
- (4) Training (include names).
- (5) Actual and test actions.
- (6) Required checks of tapes and authenticators.
- (7) Items at the discretion of the SC.

i. Check each tape container during the Sunday midshift (2400L Sat - 0700L Sun) to determine if the proper tape is inside. Two-man control will be maintained throughout this procedure.

j. Check with USAICA, CD and Job Control Supervisor during the Sunday midshift to determine if all WHCA-1 authenticator lists are current.

k. Insure that the CD, SC, Job Control and USAICA authenticator lists are updated upon completion of an ADCOM conducted test. Also, after a USAICA conducted test, insure that the CD, SC and Job Control lists are updated.

CHECKLISTS

This annex contains the checklists of actions required by the ADCOM Command Director, Systems Controller, and the Job Control Supervisor during actual EBS actions (Activation, NIAC Order Change, Termination) and related tests.

<u>Appendix</u>	<u>Title</u>	<u>Page</u>
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2	Actual NIAC Order Change	D-6
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4	Closed Circuit Test Activation	D-13
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6	Weekly (ICE HOUSE) Test	D-20
7	Transfer of Action from ADCOM to USAICA	D-23
8	Transfer of Action from USAICA to ADCOM	D-25
9	Backup Telephone Procedures	D-27

ACTUAL ACTIVATION ORDER

NOTIFICATION BY WHCA TRIP OFFICER TO PREPARE TO CONDUCT AN
ACTUAL ACTIVATION OF THE EMERGENCY BROADCAST SYSTEM

ACTION

1. STATEMENT BY WHCA T.O.: "This is _____, WHCA
(name)
Trip Officer with an ACTUAL EBS Activation Order. Prepare
to copy (pause).
2. STATEMENT TO WHCA T.O.: "This is the ADCOM Command Director, Please stand by." CD
 - a. ALERT SC and Job Control via direct ringing circuit to pick up EBS conference. CD
 - b. "Systems Controller _____ ready to copy." SC
(name)
"Job Control _____ ready to copy." JC
(name)
3. STATEMENT TO WHCA T.O. after SC and Job Control have acknowledged they are in the conference: "This is the ADCOM Command Director. Ready to copy." CD
4. STATEMENT BY WHCA T.O.: "I authenticate _____."
(line) (challenge)
(From actual section of current EBS initiation authentication list.)
5. VERIFY WHCA T.O. AUTHENTICATION. CD, SC, JC
6. AUTHENTICATION NOT VALID, CHALLENGE CALLER CD
7. AUTHENTICATION VALID, MAKE STATEMENT TO WHCA T.O.: CD
"This is _____, I authenticate _____
(name) (line)
_____. Ready to copy your EBS Activation Order.
(reply)

ACTUAL ACTIVATION ORDER (Cont'd)

- | | ACTION |
|--|------------|
| 8. COPY WHCA T.O. STATEMENT by filling in blanks | CD, SC, JC |
| <p>(Roger, I am call from _____
(area code) (telephone number)
I request immediate release of the Emergency Action
Notification message, NIAC Order _____ is being
(number)
requested. The time is _____
(date) (time) (AM/PM)
Washington, DC time."</p> | |
| 9. STATEMENT TO WHCA T.O.: "I acknowledge and will comply with your request for immediate release of the EAN and will transmit NIAC Order _____. Request you maintain circuit connection, if possible." | CD |
| 10. VERIFY NIAC Order no. and Washington, DC date and time with SC and Job Control. | CD |
| a. "This is the SC. I verify NIAC Order _____ and _____ Washington, DC time." (JC monitors and interrupts only when he does not agree.) | SC
JC |
| b. STATEMENT TO SC and Job Control: "Transmit the Actual RED Activation tape." | CD |
| (1) INSERT pre-cut RED Activation tape in 500 Net TD and START | SC, JC |
| (2) ACTIVATE 300 NET CONFERENCE TO verify authenticity with AP, UPI and USAICA | SC |
| (a) STATEMENT TO AP, UPI and USAICA: "This is ADCOM. The President has ordered an activation of the Emergency Broadcast System. I am _____ I have transmitted the ACTUAL Activation message over the EBS teletypewriter network. Authenticator is _____." | SC |

ACTUAL ACTIVATION ORDER (cont'd)

	ACTION
(b) CONFIRM MESSAGE IS BEING RECEIVED.	SC
AP _____ (name)	
UPI _____ (name) _____ (time)	
USAICA _____ (name)	
(c) While USAICA is on the telephone, relay to them which NIAC order is being ordered.	SC
(3) Notify CD of confirmation with AP/UPI/USAICA	SC
(4) INSERT NIAC order no. and Washington, DC date and time as required.	SC, JC
(5) TRANSMIT POLLING SIGNAL for 500 Net acknowledgement.	SC, JC
(6) NOTIFY CD when initial tape transmission is completed.	SC
(7) Notify NWC-1 (ESS 3227) that ADCOM is transmitting an EBS Actual Activation Order over the 500 Net.	SC
(8) Retransmit acknowledgement tape to those stations that did not acknowledge.	SC, JC
(9) TELEPHONE THE REMAINING STATIONS that have not acknowledged and inform CD of results.	SC
(a) If WHCA T.O. is still maintaining circuit, Query WHCA with: "Did you copy the Systems Controller?" If he did not copy, repeat status report.	CD
(b) If WHCA T.O. did not maintain circuit, reestablish contact and pass status report <u>only</u> if one or more of the following 500 Net stations did not acknowledge:	CD

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ACTUAL ACTIVATION ORDER (Cont'd)

ACTION

503-AP-(300 Net) or 212-262-8120
504-UPI-(300 Net) or 312-467-5066
505 WTOP - 202-686-6125
508 MBS, WASH - 202-785-6400
510 ABC, NY - 212-581-7777 Ext 7515
511 CBS, NY - 212-582-3830
514 NBC, NY - 212-582-9362
520 AT&T TVOC, NY - 212-226-3130

11. NOTIFY CD whenever it is necessary to implement contingency procedures with USAICA due to failure of the ADCOM 500 Net ASR terminal. SC
- Refer to Contingency Checklist. CD, ACD, SC, & JC
12. NOTIFY THE FOLLOWING OF EBS ACTUAL ACTIVATION.
- a. NMCC (ADDO) ACD
- b. ACOC/CC and CINCAD CD
13. LOG ALL PERTINENT DATA and complete final report. SC

ACTUAL NIAC ORDER CHANGE

NOTIFICATION BY WHCA TRIP OFFICER TO PREPARE TO CONDUCT AN ACTUAL NIAC
ORDER CHANGE OF THE EMERGENCY BROADCAST SYSTEM.

ACTION

1. STATEMENT BY WHCA T.O.: "This is _____,
(name)
WHCA Trip Officer with an Actual EBS NIAC Order Change.
Prepare to copy (pause)."
2. STATEMENT TO WHCA T.O.: "This is the ADCOM Command Director, Please stand by." CD
 - a. ALERT SC and Job Control via direct ringing circuit to pick up EBS conference. CD
 - b. "Systems Controller _____ ready to copy."
(name) SC
"Job Control _____ ready to copy."
(name) JC
3. STATEMENT TO WHCA T.O. after SC and Job Control have acknowledged they are in the conference: "This is the ADCOM Command Director. Ready to copy." CD
4. STATEMENT BY WHCA T.O.: "I authenticate _____.
(line) (challenge).
(From actual section of current EBS initiation authentication list.)
5. VERIFY WHCA T.O. AUTHENTICATION. CD, SC, JC
6. AUTHENTICATION NOT VALID, CHALLENGE CALLER. CD
7. AUTHENTICATION VALID, MAKE STATEMENT TO WHCA T.O.: "This is _____, I authenticate _____
(name) (line) (reply)
Ready to copy your EBS NIAC Order Change." CD
8. COPY WHCA T.O. STATEMENT by filling in blanks. CD, SC, JC
"Roger, I am calling from _____;
(area code) (telephone number)
request you terminate NIAC Order _____ and transmit new
(number)
NIAC Order _____ effective _____ Washington, DC
(number) (date) (time)
time."

ACTUAL NIAC ORDER CHANGE (Cont'd)

	ACTION
9. STATEMENT TO WHCA T.O.: "I acknowledge and will comply with your request for NIAC Order Change and will transmit NIAC Order _____ (number) if possible."	CD
10. VERIFY NIAC order numbers and Washington, DC date and time with SC and Job Control.	CD
a. "This is the Systems Controller. I verify NIAC order change from NIAC Order _____ (number) _____ (number) and Washington, DC _____ (date) (time) _____ (time)."	SC
(JC monitors and interrupts only when he does not agree.)	
b. STATEMENT TO SC and Job Control: "Transmit the ACTUAL BLUE NIAC Order Change Tape."	CD
(1) INSERT pre-cut BLUE NIAC Order Change tape in 500 Net TD and START.	SC, JC
(2) ACTIVATE 300 NET CONFERENCE to verify authenticity with AP and UPI	SC
(a) STATEMENT TO AP, UPI and USAICA. "This is ADCOM. I have an ACTUAL Emergency Broadcast System NIAC Order Change Order. I am _____ (name) I have transmitted new NIAC Order _____ (number) over the EBS teletypewriter network. Authenticator is _____."	SC
(b) CONFIRM MESSAGE IS BEING RECEIVED.	SC
AP _____ (name)	
UPI _____ (name) _____ (time)	
USAICA _____ (name)	

ACTUAL NIAC ORDER CHANGE (Cont'd)

	ACTION
(3) Notify CD of confirmation with AP/UPI/USAICA.	SC
(4) INSERT NIAC order no., Washington, DC date and time and authenticators as required.	SC, JC
(5) TRANSMIT POLLING SIGNAL FOR 500 Net acknowledgement.	SC, JC
(6) NOTIFY CD when initial tape transmission is completed.	SC
(7) Notify NWC-1 (ESS 3227) that ADCOM is transmitting an EBS Actual NIAC order change over the 500 Net.	SC
(8) Retransmit acknowledgement tape to those stations that did not acknowledge.	SC, JC
(9) TELEPHONE THE REMAINING STATIONS THAT HAVE NOT acknowledged and inform CD of results.	SC
(a) If WHCA T.O. is still maintaining circuit, query WHCA with: "Did you copy the Systems Controller?" If he did not copy, repeat status report.	CD
(b) If WHCA T.O. did not maintain circuit, reestablish contact and pass status report <u>only</u> if one or more of the following 500 Net stations did not acknowledge: 503-AP-(300 Net) or 212-262-8120 504-UPI-(300 Net) or 312-467-5066 505 WTOP - 202-686-6125 508 MBS, WASH - 202-785-6400 510 ABC, NY - 212-581-7777 Ext 7515 511 CBS, NY - 212-582-3830 514 NBC, NY - 212-582-9362 520 AT&T TVOC, NY - 212-226-3130	CD
11. NOTIFY CD whenever it is necessary to implement contingency procedures with USAICA due to failure of the ADCOM 500 Net ASR terminal.	SC
Refer to Contingency Checklist.	CD, ACD, SC & JC

ACTUAL NIAC ORDER CHANGE (Cont'd)

ACTION

12. NOTIFY THE FOLLOWING OF EBS ACTUAL Activation:

a. NMCC (ADDO).

ACD

b. ACOC/CC and CINCAD.

CD

13. LOG ALL PERTINENT DATA and prepare final report.

SC

ACTUAL TERMINATION ORDER

NOTIFICATION BY WHCA TRIP OFFICER TO PREPARE TO CONDUCT AN ACTUAL
TERMINATION OF THE EMERGENCY BROADCAST SYSTEM

	ACTION
1. STATEMENT BY WHCA T.O.: "This is _____, WHCA (name) Trip Officer with an EBS Termination Request. Prepare to copy. (pause)"	
2. STATEMENT TO WHCA T.O.: "This is the ADCOM Command Director, Please stand by."	CD
a. ALERT SC and JOB CONTROL via direct ringing circuit to pick up EBS conference.	CD
b. "Systems Controller _____ ready to copy." (name)	SC
"Job Control _____ ready to copy." (name)	JC
3. STATEMENT TO WHCA T.O. after SC and Job Control have acknowl- edged they are in conference: "This is the ADCOM Command Director. Ready to copy."	CD
4. STATEMENT BY WHCA T.O.: "I authenticate _____." (line) (challenge) (From actual section of current EBS initiation authentication list)	
5. VERIFY WHCA T.O. AUTHENTICATION	CD, SC, JC
6. AUTHENTICATION NOT VALID, CHALLENGE CALLER.	CD
7. AUTHENTICATION VALID, MAKE STATEMENT TO WHCA T.O.: "This is _____, I authenticate _____." (name) (line) (reply) Ready to copy your EBS Termination Request."	CD
8. COPY WHCA T.O. STATEMENT by filling in blanks. "Roger, I request termination of the EBS effective _____ (date) _____ Washington, DC time." (time) (AM/PM)	CD, SC, JC

ACTUAL TERMINATION ORDER (Cont'd)

	ACTION
9. STATEMENT TO WHCA T.O.: "This is _____. (name) I acknowledge and will take action to comply with your request for EBS termination effective _____ (date) (time) Washington, DC time. Request you maintain circuit connection, if possible."	CD
10. VERIFY Washington, DC date and time with SC and Job Control.	CD
a. "This is the Systems Controller. I verify termination of the EBS ACTUAL at _____ Washington, DC time." (date) (time) (JC monitors, and interrupts only when he does not agree.)	SC
b. STATEMENT TO SC and Job Control: "Transmit the ACTUAL GREEN termination tape."	CD
(1) INSERT pre-cut GREEN termination tape in 500 Net TD and START.	SC, JC
(2) ACTIVATE 300 NET CONFERENCE to verify authenticity with AP and UPI.	SC
(a) STATEMENT TO AP, UPI and USAICA. "This is ADCOM. The President has ordered a Termina- tion of the Emergency Broadcast System. I am _____. I have transmitted (name) the termination message over the EBS teletype- writer network. Authenticator is _____."	SC
(b) CONFIRM MESSAGE IS BEING RECEIVED.	SC
AP _____ (name)	
UPI _____ (time)	
USAICA _____ (name)	
(3) NOTIFY CD of confirmation with AP/UPI/USAICA.	SC

ACTUAL TERMINATION ORDER (Cont'd)

	ACTION
(4) INSERT NIAC order no., Washington, DC date and time and authenticators as required.	SC, JC
(5) TRANSMIT POLLING SIGNAL FOR 500 Net acknowledgement.	SC, JC
(6) NOTIFY CD when initial tape transmission is completed.	SC
(7) NOTIFY NWC-1 (ESS 3227) that ADCOM is transmitting an EBS Actual Termination Order over the 500 Net.	SC
(8) Retransmit acknowledgement tape to those stations that did not acknowledge.	SC, JC
(9) TELEPHONE THE REMAINING STATIONS that have not acknowledged and inform CD of results.	SC
11. NOTIFY CD whenever it is necessary to implement contingency procedures with USAICA due to failure of the ADCOM 500 Net ASR terminal.	SC
Refer to Contingency Checklist.	CD, ACD SC, JC
12. NOTIFY THE FOLLOWING OF EBS ACTUAL Termination:	
a. NMCC (ADDO)	ACD
b. ACOC/CC and CINCAD	CD
13. LOG ALL PERTINENT DATA and prepare final report.	SC

CLOSED CIRCUIT TEST ACTIVATION ORDER

NOTIFICATION BY WHCA TRIP OFFICER TO PREPARE TO CONDUCT A CLOSED CIRCUIT TEST ACTIVATION OF THE EMERGENCY BROADCAST SYSTEM

ACTION

1. STATEMENT BY WHCA T.O.: "This is _____, WHCA
(name)
Trip Officer, with an EBS Closed Circuit Test Activation Order. Prepare to copy. (pause)."
2. STATEMENT TO WHCA T.O.: "This is the ADCOM Command Director; CD
please stand by."
 - a. ALERT SC and JC via direct ringing circuit to pick up EBS Conference. CD
 - b. "Systems Controller _____ ready to copy." SC
(name)
 - "Job Control _____ ready to copy." JC
(name)
3. STATEMENT TO WHCA T.O. after SC and Job Control have acknowledged they are in the conference: "This is the ADCOM Command Director. Ready to copy your Closed Circuit Test Activation Order." CD
4. STATEMENT BY WHCA T.O.: "I authenticate _____
(line)
_____ (from test section of current EBS
(challenge)
initiation authentication list.)
5. VERIFY WHCA T.O. AUTHENTICATION. CD, SC, JC
6. AUTHENTICATION NOT VALID, CHALLENGE CALLER. CD
7. AUTHENTICATION VALID, MAKE STATEMENT TO WHCA T.O.: "This is _____ I authenticate _____
(CD) (line) (reply)
Ready to copy your EBS Closed Circuit Test Activation Order."
8. COPY WHCA T.O. STATEMENT by filling in blanks. "Roger, I am CD, SC, JC
calling from _____; I request
(area code) (telephone number)
immediate release of the EBS Closed Circuit Test Activation message, NIAC Order _____ is being requested. Test
(number)
program will begin at _____ . Current time is
(date) (time)
_____ Washington, DC time."
(date) (time) (AM/PM)

CLOSED CIRCUIT TEST ACTIVATION ORDER (Cont'd)

	ACTION
9. STATEMENT TO WHCA T.O.: "I acknowledge and will comply with your request for immediate release of the EBS Closed Circuit Test EAN message and will transmit NIAC order _____ with (number) test program time of _____ Washington, DC, time. (date) (time) Request you maintain circuit connection, if possible.	CD
10. VERIFY NIAC order no., test program time, and Washington, DC date and time with SC and Job Control.	CD
a. "This is the SC. I verify NIAC order _____, test (number) program time _____, and _____ (date) (time) (date) (time) Washington DC time."	SC
b. JC monitors and interrupts only when he does not agree.	JC
c. STATEMENT TO SC AND JOB CONTROL: "Transmit the Closed Circuit Test WHITE Activation tape..	CD
(1) INSERT pre-cut WHITE Activation tape in 500 Net TD and START.	SC, JC
(2) ACTIVATE 300 NET CONFERENCE to verify authenticity with AP/UPI/USAICA.	SC
(a) STATEMENT TO AP, UPI, and USAICA: "This is ADCOM. This is a Closed Circuit Test Activation of the Emergency Broadcast System. I am _____ (name) message over the EBS teletypewriter network. The authenticator is _____."	SC
(b) CONFIRM MESSAGE IS BEING RECEIVED.	SC
AP _____ (name)	
UPI _____ (name) (time)	
USAICA _____ (name)	

CLOSED CIRCUIT TEST ACTIVATION ORDER (Cont'd)

	ACTION
(c) While USAIC is on the line, relay to them which NIAC order is being ordered.	SC
(3) Notify CD of confirmation with AP/UPI/USAICA.	SC
(4) INSERT NIAC Order no., test program time, Washington, DC date and time, and authentication as required.	SC, JC
(5) TRANSMIT POLLING SIGNAL FOR 500 Net acknowledgement.	SC, JC
(6) NOTIFY CD when initial tape transmission is completed.	SC
(7) Notify NWC-1 (ESS 3227) that ADCOM is transmitting a Closed Circuit Test Activation Order over the 500 Net.	SC
(8) Retransmit acknowledge tape to those stations that did not acknowledge.	SC, JC
(9) TELEPHONE THE REMAINING STATIONS THAT have not acknowledged and inform CD of results.	SC
(a) If WHCA T.O. is still maintaining circuit, query WHCA with: "Did you copy the Systems Controller?"	CD
(b) If WHCA T.O. did not maintain circuit, reestablish contact and pass status report <u>only</u> if one or more of the following 500 Net stations did not acknowledge: 503 - AP - (300 Net) or 212-262-8120 504 - UPI - (300 Net) or 312-467-5066 505 WTOP - 202-686-6125 508 MBS, WASH - 202-785-6400 510 ABC, NY - 212-581-7777 Ext 7515 511 CBS, NY - 212-582-3830 514 NBC, NY - 212-582-9362 520 AT&T TVOC, NY - 212-226-3130	CD
11. NOTIFY CD whenever it is necessary to implement contingency procedures with USAICA due to failure of the ADCOM 500 Net ASR terminal.	SC
Refer to Contingency checklist.	CD, ACD, SC, JC

CLOSED CIRCUIT TEST ACTIVATION ORDER (Cont'd)

	ACTION
12. NOTIFY THE FOLLOWING OF EBS Closed Circuit Test Activation:	
a. NMCC (ADDO)	ACD
b. ACOC/CC and CINCAD <u>ONLY</u> if major problems arise.	CD
13. LOG ALL PERTINENT DATA AND prepare final report.	SC

CLOSED CIRCUIT TEST TERMINATION ORDER

NOTIFICATION BY WHCA TRIP OFFICER TO PREPARE TO CONDUCT A CLOSED CIRCUIT
TEST TERMINATION OF THE EMERGENCY BROADCAST SYSTEM

	ACTION
1. STATEMENT BY WHCA T.O.: "This is _____, WHCA (name) Trip Officer with an EBS Closed Circuit Test Termination Order. Prepare to copy. (pause)"	
2. STATEMENT TO WHCA T.O.: "This is the ADCOM Command Director, Please stand by."	CD
a. ALERT SC and Job Control via direct ringing circuit to pick up EBS conference.	CD
b. "Systems Controller _____ ready to copy." (name)	SC
c. "Job Control _____ ready to copy." (name)	JC
3. STATEMENT TO WHCA T.O. after SC and Job Control have acknowledged they are in the conference: "This is the ADCOM Command Director. Ready to copy your closed circuit test termination order."	CD
4. STATEMENT BY WHCA T.O.: "I authenticate _____." (line) (challenge) (from test section of current EBS initiation authentication list)	
5. VERIFY WHCA T.O. AUTHENTICATION.	CD, SC, JC
6. AUTHENTICATION NOT VALID, CHALLENGE CALLER.	CD
7. AUTHENTICATION VALID, MAKE STATEMENT TO WHCA T.O.: This is _____, I authenticate _____. Ready (name) (line) (reply) to copy your EBS Closed Circuit Test Termination Order."	CD
8. COPY WHCA T.O. STATEMENT BY filling in blanks. "Roger, I request termination of the EBS Closed Circuit Test effective _____ Washington, DC time." (date) (time) (AM/PM)	CD, SC, JC

CLOSED CIRCUIT TEST TERMINATION ORDER (Cont'd)

	ACTION
9. STATEMENT TO WHCA T.O.: "This is _____. (name) I acknowledge and will take action to comply with your request for EBS Closed Circuit Test termination effective _____ (date) _____ Washington, DC time." (time)	CD
10. VERIFY Washington, DC date and time with SC and Job Control.	CD
a. "This is the SC. I verify _____ (date) (time) Washington, DC time."	SC
b. JC monitors and interrupts only when he does not agree.	JC
c. STATEMENT TO SC AND JOB CONTROL: "Transmit the Closed Circuit Test Black Termination tape."	CD
(1) INSERT pre-cut Black termination tape in 500 Net TD and START.	SC, JC
(2) ACTIVATE 300 NET CONFERENCE to verify authenticity with AP/UPI/USAICA.	SC
(a) STATEMENT TO AP, UPI AND USAICA: "This is a Closed Circuit Test Termination of the Emergency Broadcast System. I am _____ (name) _____. I have transmitted the test message over the EBS teletypewriter network. The authenticator is _____."	
(b) CONFIRM MESSAGE IS BEING RECEIVED.	SC
AP _____ (name)	
UPI _____ (name) _____ (time)	
USAICA _____ (name)	
(3) Notify CD of confirmation with AP/UPI/USAICA.	SC

CLOSED CIRCUIT TEST TERMINATION ORDER (Cont'd)

	ACTION
(4) INSERT Washington, DC date and time, and authentication as required.	SC, JC
(5) TRANSMIT POLLING SIGNAL FOR 500 Net acknowledgement.	SC, JC
(6) NOTIFY CD when initial tape transmission is completed.	SC
(7) NOTIFY NWC-1 (ESS 3227) that ADCOM is transmitting a Closed Circuit Test Termination Order over the 500 Net.	SC
(8) Retransmit acknowledgement tape to those stations that did not acknowledge.	SC, JC
(9) TELEPHONE THE REMAINING STATIONS THAT HAVE NOT acknowledged and inform the CD of results.	SC
11. NOTIFY CD whenever it is necessary to implement contingency procedures with USAICA due to failure of the ADCOM 500 Net ASR Terminal.	SC
Refer to contingency checklist.	CD, ACD, SC, JC
12. NOTIFY THE FOLLOWING OF EBS Closed Circuit Test Termination:	
a. NMCC (ADDO)	ACD
b. ACOC/CC AND CINCAD <u>ONLY</u> IF <u>major</u> problems arise.	CD
13. LOG ALL PERTINENT DATA and prepare final report.	SC

WEEKLY ICE HOUSE TEST

NOTIFICATION BY WHCA TRIP OFFICER TO PREPARE TO CONDUCT AN ICE HOUSE TEST OF THE EMERGENCY BROADCAST SYSTEM

	ACTION
1. STATEMENT BY WHCA T.O.: "This is _____ WHCA (name) Trip Officer with an EBS ICE HOUSE TEST. Prepare to copy."	
2. STATEMENT TO WHCA T.O.: "This is the Command Director; please stand by."	CD
a. ALERT SC and Job Control via direct ringing circuit to pick up EBS Conference.	CD
b. "Systems Controller, _____, ready to copy" (name)	SC
"Job Control _____, ready to copy." (name)	JC
3. STATEMENT TO WHCA T.O. after SC and JC have acknowledged they are in the conference: "This is the Command Director. Ready to copy your EBS ICE HOUSE TEST.	CD
4. STATEMENT BY WHCA T.O.: "I authenticate _____ (line) (challenge) (challenge authentication from test list on inside flap of WHCA-1, current edition).	
5. VERIFY WHCA T.O. AUTHENTICATION	CD, SC, JC
6. AUTHENTICATION NOT VALID, CHALLENGE CALLER	CD
7. AUTHENTICATION VALID, MAKE STATEMENT TO WHCA T.O.: "This is _____; I authenticate _____. (CD) (line) (reply) Ready to copy your EBS ICE HOUSE TEST."	CD
8. COPY WHCA T.O. STATEMENT by filling in blanks. "Roger, I am calling from _____; (area code) (telephone number) I request immediate release of the EBS ICE HOUSE TEST message. The time is _____ Washington, DC time." (date) (time) (AM/PM)	CD, SC, JC

EBS ICE HOUSE TEST (Cont'd)

	ACTION
9. STATEMENT TO WHCA T.O.: "I acknowledge and will comply with your request for immediate release of the EBS ICE HOUSE TEST MESSAGE. Request you maintain circuit connection, if possible.	CD
10. VERIFY type of test and Washington, DC date and time with the SC and Job Control.	CD
a. "This is the SC. I verify an EBS ICE HOUSE TEST and _____, Washington, DC time." (date) (time) (AM/PM)	SC
b. JC monitors and interrupts only when he does not agree.	JC
c. STATEMENT TO SC AND JC: "Transmit the yellow EBS weekly 500 Test teletype tape."	CD
(1) INSERT pre-cut yellow weekly 500 Net test teletype tape in TD and start.	SC, JC
(2) ACTIVATE 300 Net conference to verify whether or not message is being received.	SC
(a) STATEMENT TO AP, UPI, AND USAICA: "This is _____ at ADCOM. This is a (name) Weekly Test of the EBS 500/300 Net equipment. I have transmitted the test message over the EBS teletypewriter network.	SC
(b) CONFIRM MESSAGE IS BEING RECEIVED.	SC
AP _____ (name)	
UPI _____ (name) _____ (time)	
USAICA _____ (name)	
(3) NOTIFY CD of confirmation with AP/UPI/USAICA	SC
(4) INSERT Washington, DC date and time.	SC, JC

EBS ICE HOUSE TEST (Cont'd)

	ACTION
(5) TRANSMIT POLLING SIGNAL FOR 500 Net acknowledgement.	SC, JC
(6) NOTIFY CD when initial tape transmission is completed.	SC
(7) NOTIFY NWC-1 (ESS 3227) that ADCOM is transmitting an EBS ICE HOUSE test message over the 500 Net.	SC
(8) RETRANSMIT acknowledgement tape to those stations that did not acknowledge.	SC
(9) TELEPHONE THE REMAINING STATIONS that have not acknowledged and inform CD of results.	SC
(a) If WHCA T.O. is still maintaining circuit, query WHCA with: "Did you copy the Systems Controller?" If he did not copy, repeat status report.	CD
(b) If WHCA T.O. did not maintain circuit, reestablish contact and pass status report <u>only</u> if one or more of the following 500 Net stations did not acknowledge:	CD
503 AP - (300 Net) or 212-262-8120	
504 UPI - (300 Net) or 312-467-5066	
505 WTOP - 202-686-6125	
508 MBS, WASH - 202-785-6400	
510 ABC, NY - 212-581-7777 Ext 7515	
511 CBS, NY - 212-582-3830	
514 NBC, NY - 212-582-9362	
520 AT&T TVOC, NY - 212-226-3130	
11. NOTIFY CD whenever it is necessary to implement contingency procedures with USAICA due to failure of the ADCOM 500 Net ASR terminal.	SC
Refer to Contingency Checklist.	CD, ACD, SC JC
12. LOG ALL PERTINENT DATA and prepare final report.	SC

TRANSFER OF EBS ACTION FROM ADCOM TO USAICA

ACTION

1. If ADCOM is unable to transmit an actual or test message over the 500 Net, contingency procedures will be implemented as follows:
 - a. This is the Systems Controller, _____ . ADCOM SC
(name)
I am unable to effect release of the _____ ;
(EBS Action)
I need your approval to request USAICA to release the message.
 - b. CD acknowledges and passes the information to the WHCA CD
T.O. if he did not copy SC.
2. USAICA requested to release EBS Action message.
 - a. "This is the ADCOM Systems Controller with an EBS ADCOM SC
contingency action. Prepare to copy."
 - b. "This is the USAICA Systems Controller, ready to copy USAICA SC
your EBS contingency action."
 - c. "This is _____ . I authenticate _____ ADCOM SC
(name) (line)
_____ ." (Use next line after one used with WTO.)
(challenge)
 - d. "This is _____ , USAICA Systems Controller. USAICA SC
(name)
I authenticate _____ , ready to copy
(line) (reply)
your EBS contingency action."
 - e. ADCOM is unable to effect release of _____ ADCOM SC
(EBS Action)
over our 500 Net. Request you assume responsibility."
3. The ADCOM Systems Controller will then repeat the EBS Order ADCOM SC
exactly as received from WTO. USAICA will assume all
responsibilities for notification by telephone from those
stations not responding by teletype.

TRANSFER OF EBS ACTION FROM ADCOM TO USAICA (Cont'd)

	ACTION
4. Program reports should be made by USAICA to the ADCOM Systems Controller.	USAICA SC
a. SC notifies CD of the information received.	ADCOM SC
b. CD passes the information to the WHCA T.O. if he did not copy the SC.	CD
5. Notify WHCA T.O. of final results.	CD
6. Refer to appropriate checklist for necessary notifications and reports.	
a. Item 12 (N/A for ICE HOUSE TEST).	CD/ACD
b. Item 13 (Item 12 if ICE HOUSE TEST).	ADCOM SC
7. If USAICA is unable to transmit the message over the 500 Net, the action will be referred back to ADCOM.	USAICA SC
a. If an <u>actual</u> activation, NIAC order change, or termination, implement backup telephone procedures. (see appropriate checklist)	ADCOM SC
b. If a test, cancel the action and notify the CD.	ADCOM SC

TRANSFER OF EBS ACTION FROM USAICA TO ADCOM

REQUEST FOR ADCOM TO ATTEMPT 500 NET ASR TRANSMISSION DUE TO FAILURE
OF USAICA'S 500 NET ASR TERMINAL

ACTION

1. STATEMENT BY USAICA SYSTEMS CONTROLLER: "This is the USAICA Systems Controller with an EBS Contingency Action. Prepare to copy."
2. STATEMENT TO USAICA SYSTEMS CONTROLLER: "This is the ADCOM Command Director; please stand by." CD

ALERT SC and Job Control via direct ringing circuit to pick up EBS conference. CD
3. STATEMENT TO USAICA SYSTEMS CONTROLLER after SC and JC have acknowledged they are in the conference: "This is the ADCOM Command Director. Ready to copy." CD
4. STATEMENT BY USAICA SYSTEMS CONTROLLER: "I authenticate _____." (From appropriate section (line) (challenge) of current EBS initiation authentication list.)
5. VERIFY USAICA SYSTEMS CONTROLLER AUTHENTICATION. CD, SC, JC
6. AUTHENTICATION NOT VALID, CHALLENGE CALLER. CD
7. AUTHENTICATION VALID, MAKE STATEMENT TO USAICA SYSTEMS CONTROLLER: "This is _____ (name)
I authenticate _____. Ready to copy your (line) (reply) EBS Contingency Action."
8. COPY USAICA SYSTEMS CONTROLLER STATEMENT by filling in blanks. "USAICA is unable to release _____ (EBS Action) over 500 Net ASR. Request you assume responsibility.

The USAICA Systems Controller will then repeat the EBS Order exactly as received from the WHCA T.O. CD, SC, JC

TRANSFER OF EBS ACTION FROM USAICA TO ADCOM (Cont'd)

	<u>ACTION</u>
9. TURN TO ITEM 8 of the appropriate checklist and proceed, substituting USAICA SYSTEMS CONTROLLER for WHCA T.O. The USAICA SYSTEMS CONTROLLER will attempt to make the final report to the WHCA T.O., if necessary.	CD, ACD SC, JC
10. In the event that ADCOM is unable to successfully release the EBS message, control will revert back to USAICA for implementation of the back-up telephone procedures.	SC, JC

EBS
BACKUP TELEPHONE PROCEDURES

General. The Federal Communications Commission has issued to industry an SOP-3 entitled "EBS Backup Procedures." This annex provides amplification to the instructions contained in the SOP-3 with respect to ADCOM actions. Backup telephone procedures, as described herein, will be implemented only for actual emergency conditions and will not be tested without the express permission of the FCC nor will operational implementation be effected by ADCOM without the approval of the Command Director. Since the procedures provide for cascade telephone notification, it is imperative that ADCOM personnel not break the chain.

CHECKLIST

1. SC/Job Control insures that no other practical means are available for passing EBS instructions to the 500 Net Stations. He obtains authority from the Command Director (CD) to implement Backup Telephone Procedures. SC, JC

2. He will contact the following control points in the order given: SC, JC

<u>Call #</u>	<u>Telephone Number</u>	<u>Control Point</u>
1	(212) 262-8120	AP, New York*
2	(312) 467-5066	UPI, Chicago*
3	(202) 686-6125	WTOP, Washington
4	(202) 628-9057	AT&T Test Room, Washington
5	(212) 226-3130	AT&T Test Room, New York
6	(717) 255-5866	AT&T PGOC, Harrisburg

*If the 300 Net is operational, the SC/Job Control should utilize it to contact these stations.

3. Calls are initiated using the following dialogue: "This is _____, ADCOM Systems Controller, implementing (name) the EBS Backup Telephone Procedures. I am calling from Area Code 303, telephone number 473-7488 (or "ADCOM" if 300 Net is utilized). I authenticate from the EBS Authenticator List White Envelope, _____." (line) (challenge)

4. Systems Controller continues by reading the same message text (EAN, NIAC Order Request, NIAC Order Change Request or EAN termination) including authenticators used if the 500 Net had been operational. SC, JC

BACKUP TELEPHONE PROCEDURES (Cont'd)

5. The called party will respond as follows:

Control
Point

"This is _____ at _____."
(name) (Control Point)

I acknowledge and will immediately initiate prearranged actions to comply with your request. I authenticate

_____.
(line) (reply)

6. If it is not possible to reach WTOP, Washington, additional calls must be made as follows:

SC, JC

<u>Call #</u>	<u>Telephone Number</u>	<u>Control Point</u>
1**	(202) 628-9057	AT&T Test Room, Washington
2	(202) 223-2875	ABC, Washington
3	(202) 362-3077	NBC, Washington
4	(202) 296-8750	CBS, Washington
5	(202) 785-6340	MBS, Washington
6	(202) 785-5520	NPR, Washington
7	(202) 488-5141	PBS, Washington

**It is recognized that this is a duplication.

7. Report time of completion and any control point not reached to Command Director.

8. Refer to other appropriate checklist for continuation of actions. Command Director will notify WHCA T.O. in same manner as if 500 Net was operational.

RESPONSE BY NATIONAL WARNING CENTER 1 TO ADCOM'S

ACTIVATION/TESTING OF EMERGENCY BROADCAST SYSTEM (EBS)

Activation of the EBS and testing the activation procedure is the responsibility of Aerospace Defense Command (ADCOM) and United States Army Interagency Communications Agency (USAICA). The National Warning Center 1 (NWC-1) will be notified when activation of the EBS or tests of the activation procedures are conducted by ADCOM in response to an order from the White House Communications Agency (WHCA) Trip Officer. Response to each notification by NCMC is as follows:

NOTIFICATION

RESPONSE

-
- | | |
|---|---|
| 1. Actual Activation of EBS. | 1. Obtain caller's name. Call back to verify at x3275 or x3338. Notify Warning Centers and disseminate the activation notice over NAWAS. |
| 2. Actual Termination of EBS. | 2. Obtain caller's name. Call Back to verify at x3275 or x3338. Notify Warning Centers and disseminate the termination notice over NAWAS. |
| 3. Actual National Industry Advisory Committee (NIAC) Order Change. | 3. Obtain caller's name. Call back to verify at x3275 or x3338. Notify Warning Centers and make log entries. |
| 4. Closed Circuit Test Activation of EBS. | 4. Obtain caller's name. Call back to verify at x3275 or x3338. Notify Warning Centers and make log entries. |
| 5. Closed Circuit Test Termination of EBS. | 5. Obtain caller's name. Call back to verify at x3275 or x3338. Notify Warning Centers and make log entries. |
| 6. ADCOM EBS ICE HOUSE Test. | 6. Obtain caller's name. Call back to verify at x3275 or x3338. Notify Warning Centers and make log entries. |



EBS CONTACTS

(GOVERNMENT PROCEDURES)

Organization: Office of Telecommunications Policy, Executive Office of the President.

Contact: Lt Col John T. Taylor, USAF

Telephone: Commercial (202) 395-4876
AUTOVON 231-1467, x4876

Address: Office of Telecommunications Policy
Executive Office of the President
Washington, D. C. 20504

Organization: White House Communications Agency

Contact: Lt Col Edward E. Nelson/Maj Tom Graybill

Telephone: Commercial (202) 395-4040
AUTOVON - 231-1467 x4040
IDS 104-4040

Address: Commander, WHCA
The White House
Washington, D. C. 20500

Organization: Federal Communications Commission

Contact: Emmett B. Kitchen

Telephone: Commercial: (202) 632-7007
IDS 101-27007

Address: Engineering Assistant to Commissioner Charlotte T. Reid
Federal Communications Commission
1919 M Street, NW
Washington, D. C. 20554

Organization: National Security Agency

Contact: Mrs. Doris Pollock

Telephone: Commercial (202) 688-8114
AUTOVON - 235-8114

Address: Director, National Security Agency
ATTN: S14
Ft Meade, Md. 20755

Organization: American Telephone & Telegraph Company
Contact for Government Communications

Contact: Mr. Robert L. Wright

Telephone: Commercial (202) 466-4093

Address: American Telephone & Telegraph Company
Government Communications
2055 L Street, NW
Washington, D. C. 20036

Organization: Aerospace Defense Command

Staff Officer Contact: Lt Col Roland L. Hintgen

Telephone: AUTOVON - 834-1211, x3439/3342

Address: ADCOM Combat Operations Center (DC)
Cheyenne Mountain Complex, CO 80914

Systems Controller Contact: (24 hour/day manning)

Telephone: AUTOVON - 834-3999/834-1211, x3275, x3338
Commercial (303) 473-7488

Organization: Defense Communications Agency

Contact: (To be published)

Telephone: AUTOVON - 385-1114
Commercial (202) 692-1610
IDS 112-1610

Address: Chief, Washington Complex Division
Defense Communications Agency
Washington, D. C. 20504

Organization: U. S. Army Interagency Communications Agency

Contacts: Mr. F. James Richmond
Mr. William A. Salyan

Telephone: AUTOVON - 380-5353
Commercial (202) 757-5721, x5353
IDS 163-5353

Address: Commander
U.S. Army Interagency Communications Agency
ATTN: CCI - OD
P. O. Box 886
Winchester, Va. 22601

CONTENTS OF EBS MESSAGES

This annex contains the message texts printed from all actual and test teletype tapes, including the "Please Acknowledge" action, which are used for transmitting EBS instructions over the 500 Net.

<u>Appendix</u>	<u>Title</u>	<u>Page</u>
1	Actual Activation	G-2
2	Actual NIAC Order Change	G-3
3	Actual Termination	G-4
4	Closed Circuit Test Activation	G-5
5	Closed Circuit Test Termination	G-6
6	Weekly (ICE HOUSE) Test	G-7
7	Please Acknowledge	G-8



ADCOM SENDS

ADCOM CHECK TAPE

XX

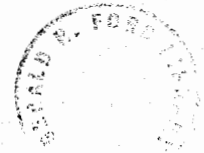
TERMINATION OF NIAC ORDER _____ IS REQUESTED. IMMEDIATE

IMPLEMENTATION OF NIAC ORDER _____ IS REQUESTED. THE

AUTHENTICATOR WORD IS _____, WASHINGTON, D. C. TIME.

XX

ACKNOWLEDGE



(Actual NIAC Order Change)
Appendix 2 to Annex G)

ADCOM SENDS

ADCOM CHECK TAPE

XX

THIS IS AN EMERGENCY ACTION TERMINATION. THE AUTHENTICATOR WORD IS

_____. ALL STATIONS FOLLOW THE EBS CHECKLIST FOR

TERMINATION PROCEDURES.

THE AUTHENTICATOR WORD IS _____.

_____, WASHINGTON, D. C. TIME.

XX

ACKNOWLEDGE



(Actual Termination)
Appendix 3 to Annex G

PLEASE ACKNOWLEDGE IF ABOVE MESSAGE IS READABLE. ONE OPERATION OF
KEY WILL SILENCE BELL; A SECOND OPERATION AFTER COMPLETION OF THIS
MESSAGE WILL PROVIDE ACKNOWLEDGEMENT AND EXTINGUISH LIGHT. IF
MESSAGE IS NOT READABLE, DO NOT ACKNOWLEDGE AND OUR OPERATOR WILL
TELEPHONE YOU AND PROVIDE NECESSARY INFORMATION.

SC
Initials

Date
Completed

Name

TRAINING REQUIREMENTS

Emergency Broadcast System (EBS)

1. Actual and Test Actions

- a. WHCA
- b. ADCOM (CD, SC, MCC)
- c. USAICA
- d. AT&T
- e. AP/UPI
- f. Broadcast Networks
- g. Broadcast Stations

2. TTY Transmission (Precut Tapes)

- a. Actual Message Content
- b. Test Message Content

3. Types of Tests

- a. Closed Circuit (Activation, Termination)
- b. Weekly/ICE HOUSE

4. Two-Man Control Concept and Procedures

- a. Tape Cabinet
- b. Automatic Tape Halts
- c. JC Responsibilities/Limitations

5. 500 Net

- a. Configuration
- b. ASR Teletype Operation
- c. Polling Procedures
- d. Acknowledgement Procedures (RO Terminals)
- e. On-Line/Off-Line Operation

6. 300 Net

- a. Configuration
- b. Procedures

7. Use of Checklists

8. Use of Authenticators

- a. WHCA-1
- b. Red Envelope
- c. White Envelope

REEVALUATION

Date	SC Initials

TRAINING REQUIREMENTS (Continued)

Date
Completed
SC
Initials

-
- 9. Contingency Procedures
 - 10. Administration
 - a. Reports
 - b. Logs
 - c. Read File
 - 11. Operating Instructions
 - a. OTP Procedures Manual
 - b. FCC SOPs
 - c. AT&T Equipment Manuals
 - d. ADCOM EBS Procedures
 - 12. Training
 - a. Requirements
 - b. Precautions (On-line/off-line)
 - 13. Malfunction Reporting

REPORTS

This annex contains report formats with blocks for providing the minimum essential information upon completion of EBS actions. Sufficient space is available in the formats for inclusion of additional pertinent information. Although reports may not be required after actual activations, NIAC Order Changes, or terminations, formats are provided in case reports are requested.

<u>Appendix</u>	<u>Title</u>	<u>Page</u>
1	Actual Activation, NIAC Order Change Termination	I-2
2	Closed Circuit Test Activation, Termination	I-7
3	Weekly (ICE HOUSE) Test	I-14



JOINT MESSAGEFORM					SECURITY CLASSIFICATION				
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PAGE	DRAFTER OR RELEASER TIME	PRECEDENCE		LMF	CLASS	CIC	FOR MESSAGE CENTER/COMMUNICATIONS CENTER ONLY		
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01 OF 05	L	RR	RR		UUUU		/	Z	
BOOK NO	MESSAGE HANDLING INSTRUCTIONS								
<p>FROM: ADCOM COC CHEYENNE MTN COMPLEX CO/DC</p> <p>TO: OFFICE OF TELECOMMUNICATIONS POLICY, WASH DC</p> <p>INFO: WHITE HOUSE COMMUNICATIONS AGENCY, WASH DC</p> <p>FEDERAL COMMUNICATIONS COMMISSION, WASH DC</p> <p>US ARMY INTERAGENCY COMMUNICATIONS AGENCY, WINCHESTER VA</p> <p>DEFENSE COMMUNICATIONS AGENCY, WASH COMPLEX DIV, WASH DC</p> <p>UNCLAS</p> <p>OTP FOR L/C TAYLOR; FCC FOR DEFENSE COMMISSIONER AND CHIEF EMERGENCY COMMUNICATIONS DIVISION; USAICA FOR MR. RICHMOND; DCA FOR CHIEF, WASHINGTON COMPLEX DIVISION</p> <p>SUBJ: ACTIVATION OF EMERGENCY BROADCAST SYSTEM</p> <p>1. ON _____ WHCA DIRECTED ADCOM TO INITIATE ACTIONS TO ACTIVATE THE EMERGENCY BROADCAST SYSTEM. THE SEQUENCE OF EVENTS WITH WASHINGTON, D.C., TIME INDICATED IS AS FOLLOWS:</p> <p>A. CALL RECEIVED FROM WHCA TRIP OFFICER AT _____ FOR AN ACTUAL EBS ACTIVATION (AUTHENTICATOR CHALLENGE: _____, AUTHENTICATOR RESPONSE: _____).</p>									
DISTR: CINCAD/DCOSO (MESSENGER)									
DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE					SPECIAL INSTRUCTIONS				
SYSTEMS CONTROLLER/DCS/3275									
RELEASER	TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE				SECURITY CLASSIFICATION				
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Appendix I to Annex I

JOINT MESSAGEFORM

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02 OF 05									

BOOK _____ MESSAGE HANDLING INSTRUCTIONS _____

FROM:

TO:

(1) IMMEDIATE IMPLEMENTATION OF NIAC ORDER NUMBER _____ WAS REQUESTED.

(2) TRANSMISSION OF THE EMERGENCY ACTION NOTIFICATION AND NIAC ORDER REQUEST MESSAGE OVER 500 NET STARTED AT _____ AND COMPLETED AT _____. MESSAGE AUTHENTICATION USED WAS _____.

(3) TELEPHONE CONFIRMATION WITH AP/UPI/USAICA OVER 300 NET COMPLETED AT _____.

(4) POLLING COMPLETED AT _____ WITH THE FOLLOWING STATIONS FAILING TO ACKNOWLEDGE: _____

(5) WHCA TRIP OFFICER NOTIFIED AT _____ THAT ALL EBS ACTIVATION ACTIONS COMPLETED. INTERIM STATUS REPORTS PROVIDED AT _____.

B. CALL RECEIVED FROM WHCA TRIP OFFICER AT _____ TO TERMINATE NIAC ORDER NUMBER _____ AND IMPLEMENT NIAC ORDER NUMBER _____ EFFECTIVE

DISTR: _____

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE SYSTEMS CONTROLLER/DCS/3275		SPECIAL INSTRUCTIONS
TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE WILFRED C. BAIN, COLONEL, USAF, DC		
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JOINT MESSAGEFORM

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		ACT	INFO				DATE - TIME	MONTH	YR

03 OF 05

BOOK

MESSAGE HANDLING INSTRUCTIONS

FROM:

TO:

AT _____.

(1) TRANSMISSION OF A NIAC ORDER CHANGE MESSAGE OVER 500 NET STARTED AT _____ AND COMPLETED AT _____.
MESSAGE AUTHENTICATOR USED WAS _____.

(2) TELEPHONE CONFIRMATION WITH AP/UPI/USAICA OVER 300 NET COMPLETED AT _____.

(3) POLLING COMPLETED AT _____ WITH THE FOLLOWING STATIONS FAILING TO ACKNOWLEDGE: _____

(4) WHCA TRIP OFFICER NOTIFIED AT _____ THAT ALL NIAC ORDER CHANGE ACTIONS COMPLETED. INTERIM REPORTS PROVIDED AT _____.

C. CALL RECEIVED FROM WHCA TRIP OFFICER AT _____ TO TERMINATE THE SYSTEM (AUTHENTICATOR CHALLENGE: _____, AUTHENTICATOR RESPONSE: _____).

(1) TRANSMISSION OF THE EMERGENCY ACTION TERMINATION MESSAGE OVER 500 NET STARTED AT _____ AND COMPLETED AT _____

DISTR:

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE

SYSTEMS CONTROLLER/DCS/3275

SPECIAL INSTRUCTIONS

TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE

WILFRED C. BAIN, COLONEL, USAF, DC

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JOINT MESSAGEFORM

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		ACT	INFO				DATE - TIME	MONTH	YR

04 OF 05

BOOK

MESSAGE HANDLING INSTRUCTIONS

FROM:

TO:

MESSAGE AUTHENTICATOR USED WAS

(2) TELEPHONE CONFIRMATION WITH AP/UPI/USAICA OVER

300 NET COMPLETED AT

(3) POLLING COMPLETED AT WITH THE FOLLOWING

STATIONS FAILING TO ACKNOWLEDGE:

(4) WHCA TRIP OFFICER NOTIFIED AT THAT ALL

EBS TERMINATION ACTIONS COMPLETED. INTERIM STATUS REPORTS PRO-

VIDED AT

2. SUMMARY OF COMMUNICATIONS EQUIPMENT OPERATION DURING EBS

ACTIVATION NIAC ORDER CHANGE (IF APPLICABLE) AND TERMINATION:

A. 300 NET

DISTR:

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE

SYSTEMS CONTROLLER/ DCS/3275

SPECIAL INSTRUCTIONS

TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE

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BOOK	MESSAGE HANDLING INSTRUCTIONS
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FROM:

TO:

B. 500 NET

3. COMMENTS AND RECOMMENDATIONS:

DISTR:

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE		SPECIAL INSTRUCTIONS
SYSTEMS CONTROLLER/DCS, 3275		
RELEASER	TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE	SECURITY CLASSIFICATION
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BOOK NO

MESSAGE HANDLING INSTRUCTIONS

FROM: ADCOM COC CHEYENNE MTN COMPLEX CO/DC

**TO: OFFICE OF TELECOMMUNICATIONS POLICY,
WASH, DC**

**INFO: WHITE HOUSE COMMUNICATIONS AGENCY,
WASH, DC**

**FEDERAL COMMUNICATIONS COMMISSION,
WASH, DC**

**U.S. ARMY INTERAGENCY COMMUNICATIONS
AGENCY, WINCHESTER, VIRGINIA**

**DEFENSE COMMUNICATIONS AGENCY, WASH
COMPLEX DIV, WASH, DC**

UNCLAS

OTP FOR L/C TAYLOR; FCC FOR DEFENSE COMMISSIONER AND CHIEF

EMERGENCY COMMUNICATIONS DIVISION; USAICA FOR MR. RICHMOND; DCA

FOR CHIEF, WASHINGTON COMPLEX DIVISION

SUBJ: EBS CLOSED CIRCUIT TEST ON (DATE)

SECTION I - ACTIVATION

1. ON (DATE), THE WTO DIRECTED ADCOM TO ORIGINATE AN EBS CLOSED
CIRCUIT TEST. THE SEQUENCE OF EVENTS FOLLOWS:

A. (TIME), WASHINGTON, D.C., TIME CALL RECEIVED FROM (NAME),
WTO OVER (TELEPHONE NUMBER - AUTOVON OR COMMERCIAL WITH AREA CODE).

DISTR:

CINCAD/DCOSO (MESSENGER)

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE

SYSTEMS CONTROLLER/DCS/3275

SPECIAL INSTRUCTIONS

TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE

WILFRED C. BAIN, COLONEL, USAF, DC

SIGNATURE

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Appendix 2 to Annex I

JOINT MESSAGEFORM

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BOOK NO. MESSAGE HANDLING INSTRUCTIONS

FROM:

TO:

B. AUTHENTICATOR CHALLENGE _____; AUTHENTICATOR RESPONSE

C. TEST TIME GIVEN BY WTO WAS _____.

D. NIAC ORDER NO _____.

E. (TIME) - TEST PROGRAM SCHEDULED TO BEGIN.

F. (TIME) - TRANSMISSION OF TEST ACTIVATION MESSAGE STARTED OVER 500 NET. MESSAGE AUTHENTICATOR USED WAS _____.

G. (TIME) - VOICE CONFIRMATION OVER 300 NET OF RECEIPT OF TEST ACTIVATION MESSAGE BY AP, UPI AND USAICA.

H. (TIME) - TRANSMISSION OF TEST ACTIVATION MESSAGE OVER 500 NET COMPLETED.

I. (TIME) - THREE POLLING CYCLES COMPLETED. ACKNOWLEDGEMENT NOT RECEIVED FROM (NUMBER) STATIONS.

J. (TIME) - DELINQUENT STATIONS REACTIVED AND TELEPHONING COMMENCED. TELEPHONE CALLS NECESSARY TO STATIONS _____.

K. (TIME) - ALL ACKNOWLEDGEMENTS COMPLETE.

DISTR:

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE
SYSTEMS CONTROLLER/DCS/3275

SPECIAL INSTRUCTIONS

TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE
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BOOK NO

MESSAGE HANDLING INSTRUCTIONS

FROM:

TO:

L. (TIME) - NOTIFIED WTO ALL ACTIONS COMPLETED.

M. (TIME) - NOTIFIED NWC-1 OF EBS TEST ACTIVATION.

2. ELAPSED TEST ACTIVATION TIMES FROM INITIATION BY WHCA:

A. _____ MINUTES TO START OF 500 NET TRANSMISSION.

B. _____ MINUTES TO COMPLETION OF 500 NET TRANSMISSION.

3. PROBLEMS:

A. (GIVE ANY OVERALL PROBLEMS SUCH AS COMPLETE NET FAILURE,

NEED TO TRANSFER ACTION TO USAICA ETC., AND CORRECTIVE ACTION TAKEN.)

B. 300 NET (STATE IF EQUIPMENT PROBLEM OR CUSTOMER ERROR. IF

EQUIPMENT PROBLEM, INCLUDE CORRECTIVE ACTION TAKEN.)

C. 500 NET

(1) (LIST ANY PROBLEMS CAUSED BY ASR OPERATION AND CORRECTIVE ACTION TAKEN.)

(2) (LIST STATIONS WHICH DID NOT ACKNOWLEDGE DURING INITIAL THREE POLLING CYCLES.)

DISTR:

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE

SYSTEMS CONTROLLER/ DCS/3275

SPECIAL INSTRUCTIONS

TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE

WILFRED C. BAIN, COLONEL, USAF, DC

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BOOK	MESSAGE HANDLING INSTRUCTIONS
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FROM:

TO:

(3) (LIST STATIONS WHICH DID NOT RESPOND TO "PLEASE ACKNOWLEDGE" TAPE AND WERE TELEPHONED. STATE WHETHER GOOD COPY OF MESSAGE WAS RECEIVED; WHETHER VISUAL LAMP LIT; AND IF AFTER KEY OPERATED, WHETHER ANSWER-BACK WAS RECEIVED AT ASR. IF ALL OF THE ABOVE ARE AFFIRMATIVE, IDENTIFY AS SUBSCRIBER ERROR. IF EQUIPMENT PROBLEMS EXISTED, SO STATE AND INCLUDE CORRECTIVE ACTION TAKEN.)

SECTION II - TERMINATION

1. ON (DATE), THE WTO DIRECTED CONAD TO ORIGINATE AN EBS CLOSED CIRCUIT TEST TERMINATION. THE SEQUENCE OF EVENTS FOLLOWS:

A. (TIME) WASHINGTON, D.C., TIME CALL RECEIVED FROM (NAME)

WTO OVER (TELEPHONE NUMBER - AUTOVON OR COMMERCIAL AREA CODE).

B. AUTHENTICATOR CHALLENGE _____; AUTHENTICATOR

RESPONSE _____.

C. TEST TERMINATION TIME WAS _____.

D. (TIME) - TRANSMISSION OF TEST TERMINATION MESSAGE STRATED

OVER 500 NET. MESSAGE AUTHENTICATOR USED WAS _____.

DISTR:

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE

SYSTEMS CONTROLLER/ DCS/3275

SPECIAL INSTRUCTIONS

TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE

WILFRED C. BAIN, COLONEL, USAF, DC

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JOINT MESSAGEFORM

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		ACT	INFO				DATE - TIME	MONTH	YR
5 OF 17									

BOOK

MESSAGE HANDLING INSTRUCTIONS

FROM:

TO:

E. (TIME) - VOICE CONFIRMATION OVER 300 NET OF RECEIPT OF TEST

TERMINATION MESSAGE BY AP, UPI AND USAICA.

F. (TIME) - TRANSMISSION OF TEST TERMINATION MESSAGE OVER 500

NET COMPLETED.

G. (TIME) - THREE POLLING CYCLES COMPLETED. ACKNOWLEDGEMENT

NOT RECEIVED FROM (NUMBER) STATIONS.

H. (TIME) - DELINQUENT STATIONS REACTIVATED AND TELEPHONING

COMMENCED. TELEPHONE CALLS NECESSARY TO STATIONS _____.

I. (TIME) - ALL ACKNOWLEDGEMENTS COMPLETE.

J. (TIME) - NOTIFIED WTO ALL ACTIONS COMPLETED.

K. (TIME) - NOTIFIED NWC-1 OF EBS CLOSED CIRCUIT TEST ACTIVA-

TION.

2. ELAPSED TEST TERMINATION TIMES FROM INITIATION BY WHCA:

A. _____ MINUTES TO START OF 500 NET TRANSMISSION.

B. _____ MINUTES TO COMPLETION OF 500 NET ACKNOWLEDGEMENTS. _____

DISTR:

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE

SYSTEMS CONTROLLER/ DCS/3275

SPECIAL INSTRUCTIONS

TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE

WILFRED C. BAIN, COLONEL, USAF, DC

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JOINT MESSAGEFORM

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		ACT	INFO				DATE - TIME	MONTH	YR
6 OF 7									

BOOK _____ MESSAGE HANDLING INSTRUCTIONS _____

FROM:

TO:

C. _____ MINUTES TO RECEIPT OF ALL 500 NET ACKNOWLEDGEMENTS.

3. PROBLEMS:

A. (GIVE ANY OVERALL PROBLEMS SUCH AS COMPLETE NET FAILURE, NEED TO TRANSFER ACTION TO USAICA ETC., AND CORRECTIVE ACTION TAKEN.)

B. 300 NET (STATE IF EQUIPMENT PROBLEM OR CUSTOMER ERROR. IF EQUIPMENT PROBLEM, INCLUDE CORRECTIVE ACTION TAKEN.)

C. 500 NET

(1) (LIST ANY PROBLEMS CAUSED BY ASR OPERATION AND CORRECTIVE ACTION TAKEN.)

(2) (LIST STATIONS WHICH DID NOT ACKNOWLEDGE DURING INITIAL THREE POLLING CYCLES.)

(3) (LIST STATIONS WHICH DID NOT RESPOND TO "PLEASE ACKNOWLEDGE" TAPE AND WERE TELEPHONED. STATE WHETHER GOOD COPY OF MESSAGE WAS RECEIVED; WHETHER VISUAL LAMP LIT; AND IF AFTER KEY OPERATED, WHETHER ANSWER-BACK WAS RECEIVED AT ASR. IF ALL OF THE ABOVE ARE

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DISTR:

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE		SPECIAL INSTRUCTIONS	
SYSTEMS CONTROLLER/DGS/3275			
RELEASER	TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE		SECURITY CLASSIFICATION
	WILFRED C. BAIN, COLONEL, USAF, DC		
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JOINT MESSAGEFORM

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		ACT	INFO				DATE - TIME	MONTH	YR

BOOK	MESSAGE HANDLING INSTRUCTIONS
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FROM:

TO:

AFFIRMATIVE, IDENTIFY AS SUBSCRIBER ERROR. IF EQUIPMENT PROBLEMS
EXISTED, SO STATE AND INCLUDE CORRECTIVE ACTION TAKEN.)

SECTION III - REMARKS

INCLUDE ANY INFORMATION, RECOMMENDATIONS, OR PROBLEMS HERE WHICH
DO NOT LOGICALLY FALL INTO SECTIONS I OR II.

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DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE		SPECIAL INSTRUCTIONS
SYSTEMS CONTROLLER/ DCS/3275		
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BOOK NO	MESSAGE HANDLING INSTRUCTIONS
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FROM: ADCOM COC CHEYENNE MTN COMPLEX CO/DC

TO: OFFICE OF TELECOMMUNICATIONS POLICY,
WASH, DC

INFO: WHITE HOUSE COMMUNICATIONS AGENCY,
WASH, DC

FEDERAL COMMUNICATIONS COMMISSION,
WASH, DC

U.S. ARMY INTERAGENCY COMMUNICATIONS
AGENCY, WINCHESTER, VIRGINIA

DEFENSE COMMUNICATIONS AGENCY, WASH
COMPLEX DIV, WASH, DC

UNCLAS

OTP FOR L/C TAYLOR; FCC FOR DEFENSE COMMISSIONER AND CHIEF

EMERGENCY COMMUNICATIONS DIVISION; USAICA FOR MR. RICHMOND; DCA

FOR CHIEF, WASHINGTON COMPLEX DIVISION


SUBJ: EBS 300/500 NET WEEKLY EQUIPMENT (ICE HOUSE) TEST ON

(DATE)

1. ON (DATE), THE WTO DIRECTED ADCOM TO ORIGINATE AN ICE HOUSE
TEST.

THE SEQUENCE OF EVENTS FOLLOWS:

DISTR:
CINCAD/DCOSO (MESSENGER)

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE		SPECIAL INSTRUCTIONS	
SYSTEMS CONTROLLER/ DCS/3275			
TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE			
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Appendix 3 to Annex I

JOINT MESSAGEFORM

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		ACT	INFO				DATE - TIME	MONTH	YR	
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BOOK _____ MESSAGE HANDLING INSTRUCTIONS _____

FROM:

TO:

- A. (TIME), WASHINGTON, D.C., TIME CALL RECEIVED FROM (NAME) WTO OVER (TELEPHONE NUMBER - AUTOVON OR COMMERCIAL WITH AREA CODE).
- B. AUTHENTICATOR CHALLENGE _____, AUTHENTICATOR RESPONSE _____.
- C. TEST TIME GIVEN BY WTO WAS _____.
- D. (TIME) - TRANSMISSION OF TEST ACTIVATION MESSAGE STARTED OVER 500 NET.
- E. (TIME) - VOICE CONFIRMATION OVER 300 NET OF RECEIPT OF TEST MESSAGE BY AP, UPI AND USAICA.
- F. (TIME) - TRANSMISSION OF TEST MESSAGE OVER 500 NET COMPLETED.
- G. (TIME) - THREE POLLING CYCLES COMPLETED. ACKNOWLEDGEMENT NOT RECEIVED FROM (NUMBER) STATIONS.
- H. (TIME) - DELINQUENT STATIONS REACTIVATED AND TELEPHONING COMMENCED.
- I. (TIME) - ALL ACKNOWLEDGEMENTS COMPLETE.

DISTR:

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE SYSTEMS CONTROLLER/DCS/3275		SPECIAL INSTRUCTIONS
TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE WILFRED C. BAIN, COLONEL, USAF, DC		
RELEASER	SIGNATURE	SECURITY CLASSIFICATION UNCLASSIFIED

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JOINT MESSAGEFORM

SECURITY CLASSIFICATION

UNCLASSIFIED

PAGE 3 OF 4	DRAFTER OR RELEASER TIME	PRECEDENCE		LMF	CLASS	CIC	FOR MESSAGE CENTER/COMMUNICATIONS CENTER ONLY		
		ACT	INFO				DATE - TIME	MONTH	YR
BOOK	MESSAGE HANDLING INSTRUCTIONS								

FROM:

TO:

J. (TIME) - NOTIFIED WTO ALL ACTIONS COMPLETED.

K. (TIME) - NOTIFIED NWC-1 OF EBS WEEKLY 300/500 NET EQUIPMENT

TEST.

2. ELAPSED TIMES FROM INITIATION BY WHCA:

A. _____ MINUTES TO START OF 500 NET TRANSMISSION.

B. _____ MINUTES TO COMPLETION OF NET TRANSMISSION.

C. _____ MINUTES TO RECEIPT OF ALL 500 NET ACKNOWLEDGEMENTS.

3. PROBLEMS:

A. (GIVE ANY OVERALL PROBLEMS SUCH AS COMPLETE NET FAILURE, NEED TO TRANSFER ACTION TO USAICA ETC., AND CORRECTIVE ACTION TAKEN.)

B. 300 NET (STATE IF EQUIPMENT PROBLEM OR CUSTOMER ERROR. IF EQUIPMENT PROBLEM, INCLUDE CORRECTIVE ACTION TAKEN.)

C. 500 NET

(1) (LIST ANY PROBLEMS CAUSED BY ASR OPERATION AND CORRECTIVE ACTION TAKEN.)

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ACT INFO

LMF

CLASS

CIC

FOR MESSAGE CENTER/COMMUNICATIONS CENTER ONLY

DATE - TIME

MONTH YR

4 OF 4

BOOK

MESSAGE HANDLING INSTRUCTIONS

FROM:

TO:

(2) (LIST STATIONS WHICH DID NOT ACKNOWLEDGE DURING INITIAL THREE POLLING CYCLES.)

(3) (LIST STATIONS WHICH DID NOT RESPOND TO "PLEASE ACKNOWLEDGE" TAPE AND WERE TELEPHONED. STATE WHETHER GOOD COPY OF MESSAGE WAS RECEIVED; WHETHER VISUAL LAMP LIT; AND IF AFTER KEY OPERATED, WHETHER ANSWER-BACK WAS RECEIVED AT ASR. IF ALL OF THE ABOVE ARE AFFIRMATIVE, IDENTIFY AS SUBSCRIBER ERROR. IF EQUIPMENT PROBLEMS EXISTED, SO STATE AND INCLUDE CORRECTIVE ACTION TAKEN.)

4. REMARKS: INCLUDE ANY INFORMATION, RECOMMENDATIONS, OR PROBLEMS HERE WHICH DO NOT LOGICALLY FALL INTO PARAGRAPHS A, B OR C.

DISTR:

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE

SPECIAL INSTRUCTIONS

SYSTEMS CONTROLLER/DCS/3275

TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE

WILFRED C. BAIN, COLONEL, USAF, DC

SIGNATURE

SECURITY CLASSIFICATION

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6543210

EMERGENCY BROADCAST SYSTEM BRIEFING

CHART 1

I. Introduction (initially, briefly review purpose and background).

A. Purpose (on chart) - In other words, EBS provides the President with a rapid means of speaking over both radio and television stations.

(1) Rapid translates to 5 to 10 minutes from the time the President request activation of the system until it becomes available for his Presidential address.

(2) Emphasize that system is activated only at the direction of the President or his designated representative and normally only in grave emergencies.

B. Background - Several factors were considered essential in establishing an EBS to back-up the normal means of arranging a nationwide broadcast for the President.

(1) The system should have adequate control measures to preclude inadvertent activation of the system, and it should be reliable, readily available, and generally low in cost.

(2) To further clarify these four terms, define in the context of EBS.

(a) As you may recall, in Feb 71, an actual activation message was released in lieu of a test message by the NWC who at that time was the primary control point. To insure that a similar instance would not occur, additional controls were to be established throughout the release of an EBS message with several safeguards incorporated in the EBS TTY tape messages. More details concerning these measures will be covered later in the briefing.

(b) By reliability, it was recommended that more than one release point for activation and numerous recipients of this information be included in the system. So if a certain portion of the notification network was inoperative, the system could still be activated.

(c) By availability, it was meant that existing facilities should be used where possible.

(d) By low in cost, in addition to using existing facilities, it was suggested that industry share a burden of the cost.

(3) With these factors in mind, a revised EBS was designed and became operational on 2 Nov 72 using primarily existing facilities of the non-government communications industry on a voluntary basis. At the recommendation of JCS, a new control or release point was established at ADCOM. USAICA (U.S. ARMY Interagency Communications Agency) remained in the system as the other control point.

CHART 2

II. EBS Communications Network (this next chart depicts the EBS Communications Network and the participants involved).

A. Before the procedures and actions required by the various participants are discussed, it is important to define the 500 and 300 Nets since they are at the focal point of the overall system. First of all, the Nets are so-named because of the numerical designations given to the stations on the nets.

(1) 500 Net - A 100 wpm TTY Network linking the control points, ADCOM and our counterpart, with 26 receive-only (RO) terminals located throughout the telephone, broadcast, and news industries. (To the left, is the ADCOM transmit/receive equipment for the 500 Net.)

(2) 300 Net - A 4-subscriber telephone network linking the control points with AP and UPI. Primarily a means of voice confirmation for messages sent via the 500 Net, but also can be used for emergency release of EBS MESSAGES. (The ADCOM terminal equipment for this Net is also located here adjacent to the 500 Net equipment).

B. Participants (to summarize the EBS operational procedures and to indicate the communications channels, the actual case will be discussed; that is, when the President does, in fact, desire to activate the EBS.)

(1) WHCA (White House Communications Agency) - The Trip Officer traveling with the President initiates the EBS activation by contacting either control point, who will then assume control for the activation of the system.

(a) If ADCOM, the CD in the Command Post receives the call on either a commercial or AUTOVON number reserved for EBS notifications, and he, in turn, conferences in the two personnel on duty here in the EBS operations area. These two personnel, the Systems Controller and the Job Control Supervisor are assigned EBS responsibilities as an additional duty.

(b) After authentication, the WHCA Trip Officer provides the type action (in this case an Emergency Action Notification which is the terminology used to alert all concerned that this is an actual activation). He also provides an NIAC order number. (The NIAC order number is developed by the National Industry Advisory Committee and instructs AT&T how to configure the national program network for the Presidential address. This acronym NIAC will be referred to as a network configuration order during the remainder of the briefing.

(2) ADCOM - With the information provided by the trip officer, the two officers select the correct tape from the cabinet mounted on the wall behind the 500 net equipment.

(a) This precut mylar TTY tape is then used to transmit the message via the 500 Net to AT&T, four broadcast networks (ABC, NBC, CBS, MBS) and the two news services (AP, UPI).

(b) The message advises the recipients that the EBS is being activated and includes a network configuration order number which instructs AT&T how to configure the network.

(c) It may be necessary to transfer the entry point for EBS programming after the system has been activated. If so, the Trip Officer advises ADCOM or our counterpart of the new configuration order and a change message is transmitted primarily for AT&T use.

(d) During transmission of the activation message or, if a change message is necessary, AP and UPI are contacted over the 300 Net to determine if the message is being received.

(3) Broadcast Networks, News Services, and AT&T - Upon receipt of the activation message:

(a) The Networks through their internal alerting systems notify their affiliated stations of the impending activation.

(b) AP and UPI over their wire services back-up the network notification by also advising the stations accordingly.

(c) AT&T instructs their associated facilities to configure the circuits IAW the configuration order.

C. Thus, after the broadcast stations are alerted and AT&T circuits are configured, the President can broadcast his message over the radio and TV stations.

D. Upon completion of the Presidential address, the Trip Officer will again contact either control point. Basically, the EBS termination sequence of events closely parallels the activation process.

CHART 3

III. Safeguard Controls (as previously mentioned, safeguard control measures are a most important consideration in the EBS and two-man control is maintained here at ADCOM throughout the release of an EBS message).

A. First of all, the calls from the Trip Officer are authenticated with an exchange of confidential digraphs. In ADCOM's case, the two EBS duty officers confirm the CD's authentication.

B. Most obvious of the two-man control concept is the fact that the tape cabinet is dual-locked with each EBS officer having a key to only one lock in his possession.

C. Note also that the actual and test tapes are physically separated by a partition. So when either compartment is opened, the other remains locked preventing access to tapes not required in the message transmission.

D. Several Automatic Tape Halts During the transmission serve as an added safeguard during the message release.

(1) In addition to verifying that the correct tape was initially selected, the EBS individuals reverify when the tape stops automatically during transmission for that purpose. It stops prior to the EAN portion of the message and must be manually restarted. Again, the two-man control concept is employed.

(2) The tape also stops automatically for insertion of the authenticator word and the network configuration order number.

(a) The authenticator word is obtained from the red envelope in the cabinet. This is a safeguard particularly in the actual case in that the daily authentication words are contained inside the sealed envelope. The monthly test words are printed on the outside of the envelope.

(b) Because of the importance of the network configuration order, it is spelled out rather using numerics. As in the case of authenticator words, it is checked by both individuals prior to restarting the transmission.

(c) Although it is not a safeguard insofar as the control points are concerned, the one-minute delay between transmission of the EAN and the configuration order number serves as a safeguard to the activation of the system. This delay allows the networks and news services to alert the broadcast stations before AT&T reacts to the network configuration order.

E. Upon completion of transmission of an EBS message, the 500 Net stations are automatically polled and if the message was received, they acknowledge back to the control point.

(1) If necessary, the message can be selectively sent with two-man control to the stations that did not receive the initial transmission or did not receive it in clear text.

(2) This feature enables a maximum number stations on the 500 Net to receive the message and, therefore, insures better coordination of EBS instructions.

IV. If any link in the notification chain is broken, contingency procedures are established to contact the participants.

A. ADCOM can transfer control to our counterpart on the east coast and vice versa.

B. As mentioned, if both 500 Net release points are inoperative, the 300 Net may be used to contact AP and UPI while other 500 Net stations may be called commercially at designated EBS telephone numbers. Authenticator words are also available in the white envelope in the tape cabinet for this alerting purpose.

C. WHCA as a last resort contacts AT&T directly whereby the networks are seized without prior coordination.

V. System Tests (as can be seen in the tape cabinet, several test actions can be initiated involving two types of tests, closed-circuit and weekly).

A. As in the actual case, precut tapes are available for these test transmissions. Of the two tests presently being conducted:

(1) Closed-Circuit

(a) Initiated by the Trip Officer on a scheduled or random basis, but not more than one per month.

(b) In the closed circuit test, two possible actions can be taken (activation, termination).

(c) All in all, this test resembles the actual case and exercises nearly all facets of the system.

(d) Thus, besides the message content being different, the only other exception is that the simulated Presidential address arranged by WHCA is only monitored by the radio stations and is not transmitted over the air.

(2) Weekly

(a) Initiated by the trip officer on a scheduled or random basis.

(b) Conducted alternately by the two control points and tests only the 300 and 500 Nets.

B. Finally, for additional in-house training purposes, there is a capability to take the ADCOM equipment off the 500 Net with an on-line/off-line switch. This insures that training messages are not transmitted to any of the receive-only terminals causing, to say the least, unnecessary actions on the part of civilian industry.

VI. This concludes the EBS briefing. (attempted to cover the operation and configuration of the system as well as emphasizing the safeguard controls and the actions that can be taken to test the system) Answer questions.

BRIEFING CHART I

PURPOSE

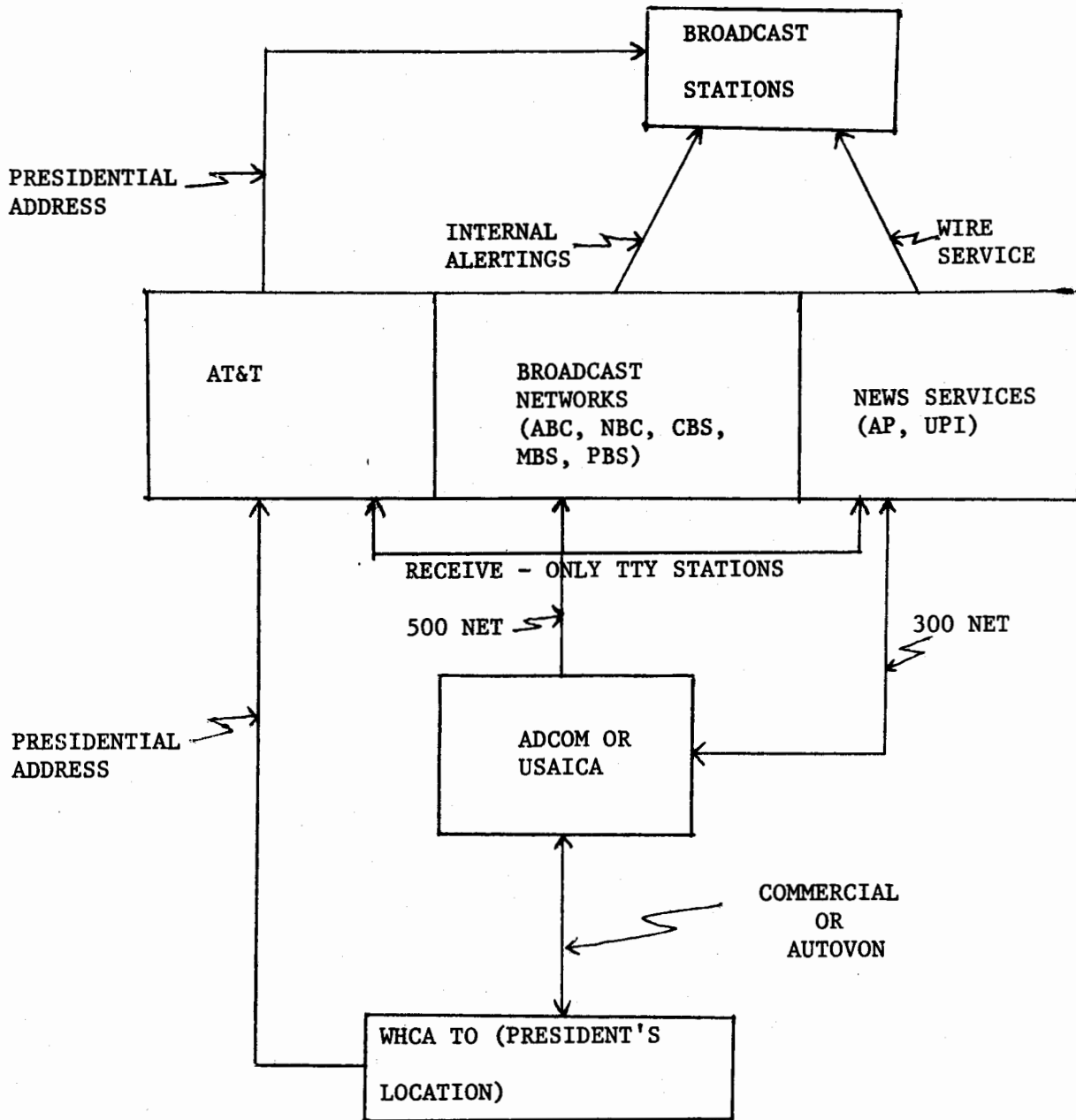
To provide the President with a rapid means of giving direction to the populace regarding the survival and recovery of the nation during periods of national emergency.

BACKGROUND

Control Measures (Preclude inadvertent release).
Reliability (Release points, number of facilities).
Availability (Existing facilities).
Cost (Industry shares).

BRIEFING CHART III

EBS COMMUNICATIONS NETWORK



BRIEFING CHART III

Safeguards (Two-man Control)

Authentication
Tape Cabinet
Automatic Tape Halts
Station Polling

Contingency Procedures

ADCOM - USAICA Exchange Control
Telephone Release
WHCA - AT&T

System Tests

Closed Circuit
Weekly

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY