Wireless Emergency Alert (WEA) Request Form

WEA Criteria: Severe or extreme hazards are incidents where an **"emergency condition"** exists that threatens life or property, **for which responders need community members to take immediate protective action(s).**

WEA is **authorized for** the following purposes:

1. Notifying the public for extreme or severe hazards.
2. The hazard must have happened or be imminently expected to happen.
3. WEA messages must contain protective action instructions that recipients will follow to reduce vulnerability to an imminent threat.

The system is **<u>not authorized for</u>**:

1. Missing persons notifications
2. Non-emergency weather alerts
3. Traffic problems
4. Parking restrictions
5. Street closures
6. Water system issues
7. Routine crime information
8. Structure fires or other hazards impacting limited populations
9. Notifications to update residents on programs or special events
10. Routine, informational or educational messages
11. Any message of commercial nature
12. Any message of a political nature
13. Any non-official business (e.g. articles, retirement announcements, etc.)

Incident Command Post Actions	☐ Determine if WEA is the correct alerting tool ☐ Establish communication with your law or fire communication center and request a WEA ☐ Provide: o your information; o disaster type; o communities affected using the Public Safety Grid; and o protective action recommendation for the **WEA Message Request Form.** ☐ Review and approve final message.
Law or Fire Comm. Center Actions	☐ Utilize WEA message form to capture Requestor Information, WEA Criteria and Message ☐ Craft 90 character message with input from Incident Command ☐ Send message to Incident Command for review and approval ☐ Upon approval: Contact WEA Sending Agency - **Primary: Call Sheriff's Communication Center** (858) 565-5030 (Non-Public) and Email General.CommunicationCenter@sdsheriff.org **Backup: Call OES SDO** (858) 688-9970 (Non-Public) and Email oes@sdcounty.ca.gov ☐ **1**. Notify County OES if Sheriff has sent out the WEA **2.** Notify affected jurisdictions **3.** Develop follow-up AlertSanDiego message to affected area **4**. Update social media/traditional media outlets

Common WEA Message Selections:

Event Type: o **Civil Emergency Message**	**Category:** o **Safety** – General emergency and public safety		**Response:** o **Shelter** – Take shelter in place o **Evacuate** – relocate as instructed
Urgency: Immediate	**Severity**: Extreme	**Certainty**: Observed	**Duration**: 4 Hours

Typical Message Examples:

- One character per space; use dashes instead of periods between sentences; do **not** include line breaks
- Message content: SOURCE – THREAT – LOCATION – GUIDANCE – ADDITIONAL INFO

Wildfire Example

S	D		S	H	E	R	I	F	F	:	W	I	L	D	F	I	R	E		I	N		[					
			L	**O**	**C**	**A**	**T**	**I**	**O**	**N**							]	-	E	V	A	C	U	A	T	E		N	O
W	-	V	I	A						-	M	O	R	E		A	T		A	L	E	R	T	S	D	.	O	R	G

Hazmat Example

S	D	P	D	:	G	A	S		B	R	E	A	K		I	N		[		**L**	**O**	**C**	**A**	**T**	**I**	**O**	**N**		
				]	-	R	E	M	A	I	N		I	N	D	O	O	R	S	;	T	U	R	N		O	F	F	
A	C	-	M	O	N	I	T	O	R		M	E	D	I	A		F	O	R		M	O	R	E		I	N	F	O

Active Shooter Example

C	V	P	D	:	A	C	T	I	V	E		S	H	O	O	T	E	R		[		**L**	**O**	**C**	**A**	**T**	**I**	**O**	**N**
						]	-	I	N		A	R	E	A	:	R	E	M	A	I	N		I	N	S	I	D	E	-
O	T	H	E	R	S	:	A	V	O	I	D		A	R	E	A	-	M	O	N	I	T	O	R		N	E	W	S

Wireless Emergency Alert (WEA) Request Form

*Indicates required field

*Date (mm/dd/yy):	*Time (hh:mm):
*Incident Name:	
*Agency Requesting WEA:	
*Authorizing Official for the Request (Name/Title/Phone):	
*Contact for Media/Public Inquires (Name/Phone/Email):	
*Specific Area to be Notified (Public Safety Grid(s) most useful):	

WEA DESCRIPTORS

*Event Type	*Category	*Response
○ **CDW:** Civil Danger Warning	○ **Geo:** Geophysical (inc. landslide)	○ **Shelter:** Take shelter in place
○ **CEM:** Civil Emergency Message	○ **Met:** Meteorological (inc. flood)	○ **Evacuate:** Relocate as instructed
○ **EQW:** Earthquake Warning	○ **Safety**: General emergency and public safety	○ **Execute:** Execute a pre-planned activity
○ **EVI:** Evacuation Immediate	○ **Fire:** Fire suppression and rescue	○ **Prepare:** Make preparations
○ **FRW:** Fire Warning	○ **Rescue**: Rescue and recovery	○ **Avoid:** Avoid the subject event
○ **HMW:** Hazardous Materials Warning	○ **Security:** LE, military, homeland and local/private security	○ **Monitor:** Attend to information sources
○ **LEW:** Law Enforcement Warning	○ **Health:** Medical and public health	○ **All Clear:** The event no longer poses a threat or concern.
○ **LAE:** Local Area Emergency	○ **Env:** Pollution and environmental	
○ **NUW:** Nuclear Power Plant Warning	○ **Infra:** Utility, telecommunication, other non-transport infrastructure	
○ **RHW:** Radiological Hazard Warning	○ **Transport:** Public/private transport	
○ **SPW:** Shelter in Place Warning	○ **CBRNE:** Chem, Bio, Radio, Nuc or High-Yield Explosive threat/attack	
	○ **Other:** Other events	

WEA PARAMETERS

*Urgency	*Severity	*Certainty
○ Immediate	○ Extreme	○ Observed
○ Expected	○ Severe	○ Likely

DURATION OF WEA MESSAGE BROADCAST (Minimum 15 minutes – Maximum 24 hours)

*Hour(s): Select | *Minutes: Select

***WEA MESSAGE (90 Characters Max):** Provide clear protective actions and where to get additional information. A shortened URL AlertSD.org redirects to SDCountyEmergency.com. If used by a jurisdiction, the jurisdiction is responsible for providing regular updates to OES to ensure the website contains the latest information.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30

Submit Request | Clear Form

Primary: Call Sheriff's Communication Center (858) 565-5030 (Non-Public) and Email General.CommunicationCenter@sdsheriff.org
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