

- A. It is the responsibility of the area LECC Chair to provide input regarding the local area schedule to the SECC Test Coordinator as the Coordinator compiles the annual statewide Required Monthly Test (RMT) schedule.

In addition, the LECC Chair must coordinate with and ensure that originators in his/her area are aware of the schedule and remind them when an RMT is upcoming. Note: The required RMT duration is 3 hours. Originators should verify that their templates and ENDEC settings are correct.

- B. If an RMT fails and the originator is quickly able to correct the problem, the originator may resend the RMT, but only up to 15 minutes later than the scheduled time. After the 15-minute period, the RMT is considered to have failed and will not be resent.

In the event of a failed RMT (as described above), the originator will determine the cause of the failure and post an explanation of the failure on the EAS remailer (eas-wa@sbe16.org) so that broadcasters can properly note the reason for the failure in their station logs.

- C. In the event a Local Area Agency is unable to originate a scheduled RMT, the affected agency will contact the Washington State Emergency Operations Center (1-800-258-5990) at least 3 business days in advance and specify the necessary language (e.g., English, Spanish, etc.), the exact wording of the message, and the FIPS codes needed to originate the RMT on the agency's behalf. If possible, the Local Area Agency will also supply a recorded .mp3 audio message to be used by the State EOC. The Local Area Agency may also request that the State EOC use its own recorded audio message. The State EOC will confirm language, message wording, and FIPS codes with the agency prior to originating the substitute RMT.

LECC Chairs may also contact the State EOC to request assistance in generating the substitute RMT and to verify with the State EOC that the substitute RMT has been scheduled.

- D. Agencies are expected to occasionally use their legacy analog EAS equipment to originate scheduled RMTs, and to train operators in its operation by transmitting DMOs (Practice/Demo Warnings) or RWTs (Required Weekly Tests).
- E. During any month when an NPT is scheduled, the scheduled RMT will not be sent. As soon as possible, the SECC Chair or designee will post a message to that effect on the EAS-WA remailer. PROVIDED: That if the SECC determines cause to run the scheduled RMT in addition to the NPT, the SECC Chair or designee will, as soon as possible, post that message on the EAS-WA remailer.
- F. Emergency managers are strongly urged to originate RWTs frequently for operator training and practice, and especially during the weeks prior to their scheduled RMTs. Note: RWTs do not interrupt broadcast programming.
- G. This Tab will be updated annually.

Washington State EOC Duty Officer contact information:

- * Alert & Warning Center (24-hour): 1-800-258-5990
- * Alert & Warning Center Supervisor (Mo-Fr): 253-512-7027