

Mass Notification Message Content

The following messages will be used for the mass notification system. These are based on example messages contained in UFC 4-021-01. Messages shall be recorded with a male voice.

Messages are listed in order of priority with number 1 having highest priority. Example: Message 1 will override message 2, which will override message 3, and so on. If message 9 (carbon monoxide) is used, it will be prioritized right after message 6, followed by "All Clear" and "Test". Live messages from panel microphones are other appropriate input devices such as a Monaco BTXM will override all pre-recorded messages.

Message 1:

Bomb Threat.

"Attention. A bomb threat alert has been issued for this building. All personnel are to evacuate immediately using the nearest exit. Further instructions will be issued outside the building by emergency response teams."

Message 2:

Intruder Alert.

"Attention. A force protection antiterrorism threat has been issued for this area. Effective immediately, we are operating, 'secure and lockdown procedures.' All personnel should remain calm and stay where you are. Please wait for further instructions."

Message 3:

Shelter In Place.

"Attention. All personnel shelter in place."

Message 4:

Alternate Evacuation.

"Attention. Evacuate building using exists other than the main entrance and exits. All personnel are to evacuate immediately using the nearest alternate exit. Further instructions will be issued outside the building by emergency response teams."

Message 5:

Weather.

"Attention. The National Weather Service has issued a severe weather warning for our area."

Message 6:

Fire Evacuation.

Mandated by UFC 3-600-01 Change 3

For systems using voice evacuation or combined with the Mass Notification System, the default fire alarm voice evacuation message must be a female voice and state the following:

"May I have your attention please. May I have your attention please. A fire emergency has been reported in the building. Please leave the building by the nearest exit or exit stairway. Do not use the elevators."
<provide a 2 second pause> "May I have your attention please..."(repeat the message).

Note: For single story buildings, delete "or exit stairway. Do not use the elevators" in the voice message."

Message 7:

All Clear.

"Attention. The building emergency has ended. An all clear has been given. Please resume normal activities."

Message 8:

Test.

"Attention. This is a test of the emergency notification system, repeat, this is only a test."

Mass Notification Message Content

Message 9 (If Needed):

Carbon Monoxide.

*"May I have your attention please. May I have your attention please. A carbon monoxide emergency has been reported in the building. Please leave the building by the nearest exit." <provide a 2 second pause>
"May I have your attention please..."(repeat the message).*

To verify review and LRAFB Fire Department approval, sign and date:

Sign

Print

Date