

May 1, 2022

Instructions for Broadcasters

Please follow the instructions below to complete your Station's ENDEC transition.

- Resources for this transition can be found at www.xnet.gov.ab.ca/aea
- Please contact Meghan.thomas@gov.ab.ca with any questions

<p>Step 1: Review the Letter to Broadcasters to determine the contact within your team to help action deliverables.</p> <p><i>This contact is typically a technical role within your station such as the Head Engineer or Broadcast Technician.</i></p>	<p>Letter to Broadcasters</p>
<p>Step 2: Schedule a time slot for ENDEC re-programming with Trispec.</p> <p><i>You will receive a reminder email two weeks prior to your time slot.</i></p>	<p>AEA ENDEC Reprogramming Booking Tool</p>
<p>Step 3: Disconnect your ENDEC and ship to Trispec to arrive one day before your booking time slot.</p> <p><i>You will be responsible for shipping costs to Trispec, however, all other costs, including return shipping will be covered by the Alberta Emergency Management Agency (AEMA).</i></p>	<p>Shipping Address:</p> <p>Attn: Neil Macklem Engineering Services Trispec Communications 3-6305 Northam Dr. Mississauga, ON L4V 1W9</p> <p>Office: 905-474-3444 Ext 3237 1-888-494-4474 Ext 3237 Cell: 416-844-5651</p>
<p>Step 4: Trispec will complete your ENDEC reprogramming based on the information you provide in the booking form.</p> <p><i>Trispec will notify you when your ENDEC is being return shipped to your station.</i></p>	<p>You can expect to receive notification from Tripsec no later than the day after your booking. Please allow three days for the shipment to arrive.</p>
<p>Step 5: Reinstall your ENDECs at your station.</p>	
<p>Step 6: Contact AEMA to book your silent test to confirm your ENDEC is reprogrammed and reconnected correctly to push alerts from the new NAADS feed.</p>	<p>alberta.emergency.alert@gov.ab.ca</p>