



DisasterLAN User Registration

STARRED () INFORMATION REQUIRED.*

SUBMISSION OF FORM DOES NOT GUARANTEE A USER ACCOUNT WILL BE ASSIGNED.

Basic Contact Information				
Prefix	*First Name	MI	*Last Name	Suffix
*Primary Agency			*Primary Title	
Emergency Operations Center role, if known.				
*Primary Agency Address				
*City	*State	*County		*Zip Code
FIPS Code (if known)	Coordinates of Agency (if available) Lat/Long (Decimal Degrees)		US National Grid	
*Work Phone (Primary)	*Work Phone (24 Hour)		Work Cell	
Work Blackberry® Nextel Direct Connect®	Other Work Phone		Work Fax	
Work Pager				
Email (Must be a government or institutional email address. We cannot accept accounts on personal or other email services such as Hotmail, Gmail, Yahoo, AOL, etc.)				
Supervisor Name		Supervisor Signature		Supervisor Phone
FOR SEOC OPERATIONS OFFICE USE ONLY				
<input type="checkbox"/> Approved			Priority	
Associated Categories				
Account Expires	Username		Password	
Role(s)				
Group(s)				

**Please complete this form, noting required fields, and return via fax to the attention of
John Blood, DLAN Administrator, fax: 651-215-6955.**

Questions? Please contact John at 651-201-7449 or at john.blood@state.mn.us



DisasterLAN and HSEM

DisasterLAN (DLAN) manages all of the information that flows between the various functions in an Emergency Operations Center (EOC), between the EOC and the outside world, and between EOCs. Its many modules have been highly customized to include the terms, structures, and guidelines we use at the Division of Homeland Security and Emergency Management. DLAN also provides a wealth of online reference information for emergency management. And, all transactions are documented in the database behind-the-scenes.

Because it is accessed from the World Wide Web using Microsoft® Internet Explorer®, DLAN can be used anywhere an Internet connection is available. Because it is a secure service containing sensitive information, it is not be used in coffee shops or other public establishments unless it is a dire emergency.

Special Features and Modules Available to SEOC Local Partners

- **Call Center** – Receive, route and track requests, offers of assistance or donations, and information reports – with complete NIMS Resource Type lists pre-loaded.
- **Secure Incident Folders** – for incident-specific documentation.
- **Securable Online Reference Library** – preloaded with information specific to H1N1 influenza.
- **Secure Messaging** between users.
- **Secure Broadcast Messaging** to groups.
- **Updatable Personal Profiles.**
- **Situation Reporting for Planning Sections and Agency Partners** – Agencies can do collaborative situation reporting between multiple users with version tracking. Sends reports to the state EOC
- **Status Board** – Incident information bullets, press briefing lists, slide show, and 'ticker tape' (scrolling messages). Updated regularly.
- **Incident Action Plans** – Integrated with online interactive Adobe Acrobat ICS forms.
- **Streaming Video** – Video from Twin Cities and select Duluth MNDOT traffic cameras.
- **Weather Monitoring** – Track current conditions, forecasts, watches, warnings, and advisories for county, state, national and tropical weather regions.

Support Options

You should find the DisasterLAN software to be fairly intuitive. Options are plainly available on every screen, and you can nearly always return to the Main Menu by clicking the appropriate button at the bottom of every screen.

Printed user quick reference sheets are available in the DisasterLAN Reference Library.

To obtain quick tech support, please contact John Blood, HSEM DLAN Administrator, 651-201-7449 or john.blood@state.mn.us, or within DLAN itself using the Message Center.

Eligibility and Registration

DisasterLAN access is limited to one user account per jurisdiction plus one account for each EOC and requires supervisory approval from your agency.

You must have a user account to log in and use DLAN. If you do not have a user account, or have not updated your account since April 15, 2009, please complete a registration form and return it to HSEM as instructed on the bottom of the form.

How to Access HSEM DisasterLAN

The password-protected web site for DisasterLAN is <https://www.dlan.dps.state.mn.us/>.