



E911 Made Easy Checklist

Are you prepared for E911 compliance?

A Step-by-Step Approach

The Shift to Mobility

Protecting your employees and visitors in the event of an emergency is crucial, especially for an increasingly distributed workforce. As companies are relying more than ever on remote workers, it is vital that enterprise emergency solutions adapt to changing environments, rather than remain stagnant.

Current Compliance Regulations

When assessing your 911 architecture, make sure to consider compliance with federal E911 legislation. This includes BOTH Kari's Law and the RAY BAUM's Act, which went into effect January 2022.

100% compliance may require updating your current environment or deploying a new E911 solution. Proactively taking steps to comply with current E911 legislation will also better prepare you for future NG911 regulations.

Step 1

Kari's Law Requirements: Direct Dialing to 911 and 911 Notifications

- Identify all call servers in your enterprise
- Program all call servers to dial 9-1-1 without any additional prefixes
- Provision notifications that will be sent to security and/or enterprise personnel at the time of any emergency call
- This notification should provide detailed identification and location information

Step 2

The RAY BAUM's Act Requirements: Providing a Dispatchable Location for all Devices Connected to the Enterprise Network (On-Prem or Remote)

BUILDINGS	DEVICES	NETWORK DISCOVERY
<p>Creating a full enterprise map is a key component of an emergency plan.</p>	<p>If a device (or a softphone application on a device) can be used to dial 9-1-1, it should be included in your inventory.</p>	<p>Now that you have inventoried all devices, you will want to think about network discovery. How will these devices be discovered?</p>
<ul style="list-style-type: none"> • Work with your facilities team to label all buildings and/or other physical locations, floors, and rooms with a common naming convention. • Work with security team to make sure appropriate emergency entrances are properly identified. (Example: 123 S. Main Street, Chicago, IL 60601, 4th Floor, NW Corner, Room 102) 	<ul style="list-style-type: none"> • Identify all on-prem devices on your enterprise network. • Identify all devices for remote workers connected to your enterprise network. 	<ul style="list-style-type: none"> • Decide if you will group certain phones into one location: i.e., a common area of 6 phones might be one location, but a single room with a door might be one location. – Rule of Thumb: Emergency response should be able to determine the location of the caller without any additional instruction. The notification should provide detailed identification and location information. – Additional Note: Some state regulations call for location down to the desktop for all devices. The FCC notes that the state regulation in this case will supersede the federal. Please check with your counsel to understand the existing E911 regulations for the states in which you operate.

Step 3

Once you've completed your inventory, you might have some questions regarding your choice of network discovery based on your call server(s) or network requirements.

- Contact your preferred reseller who can help you evaluate how to integrate an E911 solution into your enterprise.
- [Contact Us](#) if you would like to schedule a call to prepare a complimentary custom solution design for your organization.



For more detailed information, please refer to the [Fast Track to E911 Compliance eBook](#).



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