

**REQUEST for NEW or MODIFY FIRUS MESSAGE**

**(One form for each primary message)**

**INSTRUCTIONS: Electronically complete and send to: [ FIRUS-REQS@fnal.gov ]**

**or: Print, complete, and send to the Mail Station listed on the table below.**

**If electronic (Preferred):**

**• Click on the "envelope" icon on the toolbar**

**• In the Subject line add: "FIRUS Message ADD or MODIFY", add: Address, and SEND.**

Requester:  ID:  Lab Ext.  Date:

Email:  Experiment Name or Number:

Requestor's D/S/C:  Group:

**MESSAGE DESCRIPTION SECTION:**

In plain terms describe the nature of the message you want displayed.

Include; Location, Description of alarm or sensor, what response is desired, and what call list to be used if any. Requestor must provide or update Emergency Call List information with the Communications Center.

NOTE: The FIRUS administrator will configure the message for proper formatting.

Does this sensor; monitor or include hazardous atmospheres or work processes?

**Select appropriate message type from left hand column:**

|                                 |                            |        |       |
|---------------------------------|----------------------------|--------|-------|
| Fire related systems            | FSM Techs                  | MS-311 | x2924 |
| Security systems and sensors    | Security                   | MS-326 | x6615 |
| Utility, Infrastructure related | FESS Operations            | MS-311 | x8910 |
| Experimental – Fire related     | FSM Techs                  | MS-311 | x2924 |
| Experimental and Select Sensors | AD Controls Hardware Group | MS-360 | x2894 |

This request may require a Project/Task.

For questions; Call the appropriate extension listed above.

**INFORMATION BELOW IS FOR FIRUS ADMINISTRATIVE USE**

**New Point**

**Reference Existing Message Address (T,N,S,C):**

Trunk:  Node:  Slot:  Channel:  Kind:  Priority:  Mask:

Units:  Min:  Max:  Scale Factor:  Offset:

Mini Location:  If Needed; Type of Card Required:

Completed and Tested: Date:

Technician or User ID:  Name:

FIRUS Data Entry Admin ID:  Name:

Post Test Status:  In-Service  Bypassed

**Send completed form to the ESH&Q-FPE at [ priest@fnal.gov ] or MS-119 to file.**