



Internal Users

Berks County Employees

First Responders (Fire, EMS, EMC, Law Enforcement)

Who should create an account?

Only individuals who DO NOT receive alerts through their agency's 3rd party alerting service (Active911, FirstDue, lamresponding, etc.) need to create an internal alerting account in Everbridge.

Create an account at: <https://www.berkspa.gov/911internalAlert>

Creating Your Account

Complete the following fields to create your account. All fields marked with * are required.

- First and Last Name*
- Username*
 - Usernames must be a minimum of 4 acceptable characters. Acceptable characters are: uppercase and lowercase letters, numbers, period, dash (-), underscore (_), and at symbol (@). No other characters or symbols are permitted at this time.
- Password*
 - Password must be at least 8 characters long and contain at least one letter and one number. Special characters are limited to: ! @ # \$ % ^ & * ()
- Security Question* and Answer*

Location Information

Location information is not necessary for internal alerting. Sign up for alerts through the Berks County Public Portal (coming soon) to receive location-based alerts.

Contact Information

These are your primary delivery methods to receive alerts. Additional delivery methods can also be entered after the account is created.

- Email Address*
- Cell Text – you will receive text messages at this number

Click Create Account

Complete Profile Information

Additional contact information can be entered on this page.

Click Save and Continue once information is completed.

Additional Location Information

Location information is not necessary for internal alerting. Sign up for alerts through the Berks County Public Portal (coming soon) to receive location-based alerts. ***Click Skip This***

Opt In Groups

Check the arrow next to any opt in groups that apply to display all groups within the category.

Checking or unchecking a subscription will also apply that change to any subgroups within that subscription.

- Berks County Employee
- EMS Agency Personnel
- Fire Dept. Personnel
- Local Emergency Management Personnel
- Other Emergency Response Group Personnel

Opt In Groups	
<input type="checkbox"/>	Berks County Employee Opt In Group
<input type="checkbox"/>	EMS Station Opt In Groups
<input type="checkbox"/>	Fire Dept. Opt In Groups
<input type="checkbox"/>	Local Emergency Management Opt In Groups
<input type="checkbox"/>	Albany Township EM77 Opt In
<input type="checkbox"/>	Alsace Township EM24 Opt In
<input type="checkbox"/>	Amity Township EM26 Opt In
<input type="checkbox"/>	Bally/Washington/Bechtelsville Regional EMA EM97 Opt In
<input type="checkbox"/>	Bethel Township EM64 Opt In