

# CDNS NOTIFICATION REGISTRATION INFORMATION SHEET

## User Information

AUTHORITY: DODINST 6055.17, OPNAVINST 3440.17, CNICINST 3440.17, UFC 4-021-01, SORN 1754-4. PRINCIPAL PURPOSE(S): Computer Desktop Notification System (CDNS) serves as part of the Navy Region and Installation Mass Notification System (MNS). CDNS provides pop-up messages to the workstations attached to DoD Networks. In addition, CDNS has the capability to notify members in the database, via electronic mail and telephone, of real-world and exercise threat conditions. ROUTINE USE(S): The system utilizes primarily workstation pop-up messages for emergency alert notification but can utilize additional communications mediums based on the event severity. This can include telephonic alert message to the work, home, mobile phones and text based messages via electronic mail address and Short Message Service (SMS). Additionally, a report can be printed to document confirmation that an alert message was received by the person(s). DISCLOSURE: Disclosure is required for military and key-civilians and voluntary for non-key civilians. Failure to disclose information would result in not being notified of mission or natural disaster alert notifications.

1. Name (Last, First MI): \_\_\_\_\_

2. Are you a family member?

YES

NO

\_\_\_\_\_  
If yes, what is your Sponsor's full name?

3. Assigned Command/Agency: \_\_\_\_\_

4. Duty Location:

CAPODICHINO

SUPPORT SITE

JFC/LAGO PATRIA

GAETA

LATINA

ROME

NAPLES (Other US Government Agency)

OTHER (Specify): \_\_\_\_\_

5. Scheduled Rotation/Departure Date: \_\_\_\_\_

## REGISTRATION OF MEANS OF NOTIFICATION

### Self Service Devices

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6. LIST ALL (Duty & Personal) EMAIL ADDRESSES YOU WOULD LIKE TO RECEIVE NOTIFICATIONS

\_\_\_\_\_

7. LIST ALL LANDLINE PHONE NUMBERS YOU WOULD LIKE TO RECEIVE NOTIFICATIONS (REQUIRED PHONE NUMBER FORMAT: 011-Country Code-City Code-Local Number (example: Italy: 39), Example: 01139XXXXXXXXXX))

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8. LIST ALL MOBILE/CELL PHONE NUMBERS YOU WOULD LIKE TO RECEIVE VOICE AND TEXT (SMS) NOTIFICATIONS (REQUIRED PHONE NUMBER FORMAT: 011-Country Code-City Code-Local Number (example: Italy: 39), Example: 01139XXXXXXXXXX))

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PLEASE RETURN THE COMPLETED FORM TO THE NSA NAPLES EMERGENCY MANAGEMENT DIVISION VIA EMAIL:

[nsanaplesemcdnsregistration@us.navy.mil](mailto:nsanaplesemcdnsregistration@us.navy.mil)

FOR ANY QUESTIONS, PLEASE CONTACT US AT DSN 626-5240/3585, COMM 081-568-5240/3585