

#### PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 13 minutes per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting the form. You are not required to respond to this collection of information unless it displays a valid OMB control number. Send comments regarding the accuracy of this burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, D.C. 20472, Paperwork Reduction Project (1660-NW35). **NOTE: Do not send your completed form to this address.**

### OVERVIEW

**NEFRLS is a system developed to help reunite families separated after a major disaster. This system enables displaced individuals to register themselves and select up to three (3) friends or family members to view their message, contact information, and/or individuals they may be traveling with. It also enables individuals to search for messages left by displaced friends or family.**

NEFRLS is only activated when large numbers of individuals have been evacuated or displaced. Information on NEFRLS is available for **up to 30 days** after registration or until the system has been de-activated. Registration in NEFRLS is completely voluntary. Registering in NEFRLS does not register you for any type of local, state, or federal assistance.

**If you have been displaced by a disaster or you are searching for someone who has been displaced by a disaster, please review the instructions below to begin the registration process.**

#### HOW DO I REGISTER IN NEFRLS?

Registration in NEFRLS is easy and will take 10-15 minutes. To safeguard your privacy, you will be asked a series of questions to verify your identify. Then you will be asked to provide contact information and a message that you would like designated family and friends to view.

You may choose to register as an individual or as a family. Multiple adults traveling together are encouraged to register separately.

You may choose three (3) individuals to view your information and/or message. Please be advised that although there are security measures in place to protect your personal information, no system is 100% secure. Use of this system is voluntary and at the user's own risk. In accordance with H.R. 5441 689 (c), information entered into this system may, **for the purpose of reuniting families**, be shared with other government and non-government agencies, including law enforcement. Please note that family and friends who are searching for you must complete the identify verification process in order to view your information.

#### HOW DO I EDIT OR UPDATE MY REGISTRATION?

You may edit or update your registration at any time by clicking on the Update My Registration button on the homepage and entering your corrected information.

Identity Verification: For your protection, you will be asked a series of questions to verify your identify before you will be granted access to your registration.

#### HOW DO I SEARCH FOR MY FAMILY OR FRIENDS?

Identity Verification: For your protection and the protection of those registering in NEFRLS, you will be asked a series of questions to verify your identify before you will be able to view any information on NEFRLS.

Once you have successfully completed the identify verification process, the system will search for any messages that friends or family may have left you.

## OVERVIEW - continued

Reminder: Registering in this system is voluntary and the individual registering in the system is only able to select three (3) individuals with whom to share their information and/or messages. If you receive a "No Messages" response, the individual has not yet registered, has elected not to register, or has not left you a message. If you get a "No Messages" response, please try your search again in 24 hours.

### HOW DO I SEARCH FOR / REPORT A MISSING CHILD?

If you are searching for a missing child under the age of 21, you will be asked to enter your name, contact number, and the name of the child you are searching for / reporting. You will be directly linked to the National Emergency Child Locator Center (NECLC), who will assist in locating the missing child or appropriate family members.

## IMPORTANT PRIVACY INFORMATION

NEFRLS is required by law to provide you with a copy of the privacy act.

(Authority .....)

The primary use of the information collected in NEFRLS is to facilitate the reunion of displaced individuals (including medical patients) with their families following a major disaster or emergency, as declared by the President of the United States under the Stafford Act.

Information provided may be disclosed to the following parties: Federal and State agencies providing disaster assistance (upon written request); local government; voluntary agencies; law enforcement agencies; professional organizations; Congressional offices in response to an inquiry made at the request of the individual; individuals identified by you during registration; and to National Archives and Records Administration in records management inspections conducted under the authority of 44 U.S.C. 2904 and 2906.

Personal information will be requested from the displaced person registering in this system and from the individual searching the system for a displaced individual. This information is collected for the purpose of identity verification and for the security of the individual registering. Registration of your personal information is voluntary, but failure to provide certain information or failure to pass the identity verification process will prevent you from registering in this system or prevent you from receiving information on a registered displaced individual.

NEFRLS is only activated when large numbers of individuals have been evacuated or displaced. Information on NEFRLS will only be available for up to 30 days after registration or until the system has been de-activated, at which time a new registration would be required.

By continuing with the registration process you agree to the terms of the Privacy Act, above.

**I accept the terms of the Privacy Act.**

## REGISTRATION

Please provide your information below. For your protection and for the protection of the individuals registered in the NEFRLS, you will be asked a series of questions to verify your identity. Once you have successfully completed the identity verification process AND if your information matches the information a displaced person provided about you, you will be able to view any information and/or messages that may have been left for you.

**NOTE:** Fields marked with an asterisk (\*) are required.

### YOUR INFORMATION

*First Name		Middle Name	*Last Name	
Suffix	Nickname / a.k.a.		*Date of Birth	
*Address Line 1		Address Line 2	Apartment #	
*State	*City	County/Parish	*Zip Code	Country
E-Mail Address		*Primary Phone	Secondary Phone	*Gender

### CONFIRM YOUR INFORMATION

Please provide your information below.

First Name		Middle Name	Last Name	
Suffix	Nickname / a.k.a.		Date of Birth	
Address Line 1		Address Line 2	Apartment #	
State	City	County/Parish	Zip Code	Country
E-Mail Address		*Primary Phone	Secondary Phone	Gender