

Creating Emergency Notification Account

1. Go to:
<https://dallascityhall.com/departments/officeemergencymanagement/Pages/CENS.aspx>
2. Click **Create Employee Account** and fill out the online form using the reference below.
3. Web form reference:

Dallas
Serving you!

Register Here for Employee Emergency Notifications Log In Registration Home

Personal Info ⁱ Hover over this for detailed info

First Name * Fields marked with red asterisk are required

Last Name * Fields marked with red asterisk are required

Contact Info ⁱ Add just numbers in phone # fields E.g. 2146704275

Work Desk Phone Number

Work Cell Phone Number If you have a City Issued device, you are required to register that # here.

Receive Text Alerts? Yes No

Home Phone Number

Personal Cell Phone Number Your Personal Info will not be released without your consent. AD 3-78 for info

Receive Text Alerts?

Alternate Phone Number

Primary Email * This is your user name Use an email that you always have access to

Secondary Email

Additional Info ⁱ These dropdowns place you in a group and are required to submit

Department/Agency * Select from list

Position Type * Select from list

City Facility Zip Code * Select from list ZIP Code where you work. This helps us notify specific areas of the city. City Hall=75201

Account Info ⁱ

User Name *

Confirm User Name * This will be your Primary Email, reenter it to confirm

Employee ID #

Partner agencies/organizations leave this field blank.

Password * You need a Password so you can login later to update info. Don't worry you can reset if you forget

Confirm Password *

*Fields marked with an asterisk are required.

I'm not a robot reCAPTCHA Privacy - Terms

Register Last Step, check this box, follow the instructions and then click Register.