



Mass Warning and Notification System

Self Registration and Navigation Guide



USAG Bavaria



Mass Warning and Notification System

[Need Help?](#)

What can AtHoc do for me?



Preparedness Empowers You

It saves lives, property, and time. Emergencies happen, often with little or no notice. By taking action beforehand you can be prepared for any emergency.

Be Ready Bavaria!

IT ONLY TAKES **5** MINUTES OF YOUR TIME TO SELF REGISTER.

Stay in the know with automatic notifications on what's effecting your community.

The system works through a client on your computer as well as phone calls, text messages, e-mail, iOS and Android phones using AtHoc Notifier App (Free!)

Everyone with a Common
Access Card can register!

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[Register Now](#)

How do I register?

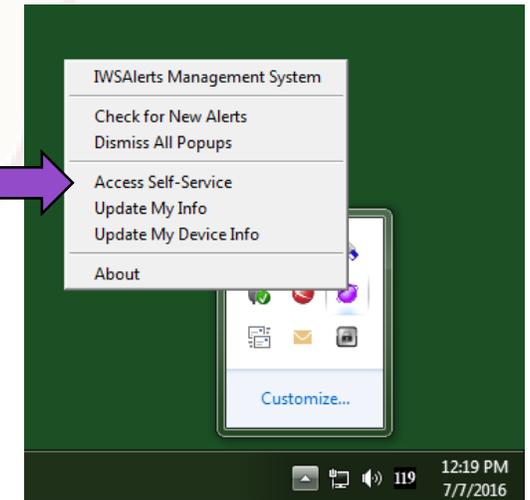
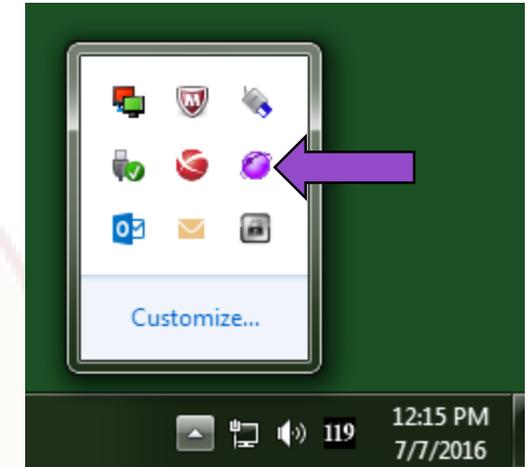
The Initial Registration Must be Completed from a CAC-enabled Computer

Step 1: From your work or home (with CAC reader) computer, look for the AtHoc icon, a purple globe, on the taskbar in the lower right corner of the screen.

Step 2: Scroll slowly over the icon to make sure the installation location is correct. The tag should read USAG Bavaria-Grafenwoehr MWN, USAG Bavaria-Hohenfels MWN, or USAG Bavaria-Garmisch MWN.

Step 3: Right click on the AtHoc icon and select Access Self-Service from the pop-up menu. If you do not have a globe or it is not working, go to the respective site below:

- Grafenwoehr <https://warnings1.army.mil/SelfService/2026322>
- Hohenfels <https://warnings1.army.mil/SelfService/2026323>
- Garmisch <https://warnings1.army.mil/SelfService/2026321>





Step 4: Select the My Profile tab and update your Basic Info—First and Last Name, and Duty Status

A screenshot of the AtHoc web application's "My Profile" page. The page has a dark header with "Inbox" and "My Profile" tabs. The "My Profile" tab is active. Below the header, there are "Cancel" and "Save" buttons. A large text box contains a disclaimer about the USAG Bavaria Alerts system. Below this is the "Basic Info" section, which includes fields for "First Name", "Last Name", and "Duty Status". The "Duty Status" field is a dropdown menu that is currently open, showing options: "_Select Value", "Contractor", "Local National Employee", "Military", and "US Civilian". A purple arrow points from the "Duty Status" field in the form to the dropdown menu. The "Username" field is set to "SYSTEM GENERATED" and "Created On" is "03/29/2016 15:19:00". The "User ID" is "2262876".



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Step 5: Select your organization from the Unit Directorate Tenant* box.

Unit Directorate /
Tenant * Please click the / symbol to select
your Unit Directorate or Tenant
organization

Include Alerts From

CLICK THE / SYMBOL TO ACCESS THE MENU!



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Step 5: Continued – Click the > symbol to open the organizational tree. Continue opening the tree until you drill down to your organizational level, example: Unit Directorate Tenant, Service Provider, Commissary

The image shows three overlapping screenshots of the 'Select the Organizational Position' dialog box, illustrating the step-by-step navigation process:

- Top Screenshot:** Shows the initial state with 'Unit Directorate Ten...' selected. A red circle highlights the right-pointing chevron (>) next to the text.
- Middle Screenshot:** Shows the expanded tree. 'Service Providers' is selected, and its right-pointing chevron (>) is circled in red.
- Bottom Screenshot:** Shows the final selection. 'Commissary' is selected, and its right-pointing chevron (>) is circled in red. The breadcrumb path at the bottom reads 'Unit Directorate Tenant/Service Providers/Commissary'. 'Cancel' and 'Apply' buttons are visible at the bottom right.

← Click Apply to save



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Step 6: In the *Include Alerts From* box, select a garrison to receive alerts from. You may select as many as you like! This is beneficial if you travel between communities for work or vacation.

Unit Directorate /Service Providers/Commissary/
Tenant * Please click the / symbol to select
your Unit Directorate or Tenant
organization

Include Alerts From

Include Alerts From

- Select All
- USAG Ansbach
- USAG Bavaria-Garmisc...
- USAG Bavaria-Grafenw...
- USAG Bavaria-Hohenfel...
- USAG Benelux



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Step 7: Scroll down to the Numbers section and enter your work phone and email. If you have a government issued mobile phone, enter that number under Phone- Mobile Work and Text Messaging- Work.

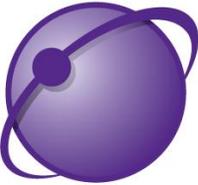
Numbers

To enter a local number, please use the international code 011 followed by the country code and eliminate the "0" in front of the number. For example, telephone number (0)6131-234567 must be entered in the following format: 01149-6131234567. Do not enter DSN numbers. After clicking "Save" be sure to click the purple "Accept as is!" under each entry. [less](#)

Phone - Work	<input type="text"/>	Phone - Home	<input type="text"/>
Phone - Mobile Work	<input type="text"/>	Phone - Mobile	<input type="text"/>
Text Messaging - Work	<input type="text"/>	Text Messaging	<input type="text"/>

Do not enter DSN numbers. If you are not sure about prefixes for your installation, see the [USAG Bavaria phone book](#).

You also have the option of entering a home or cell phone. This allows you to remain informed when at home or on the go as well.



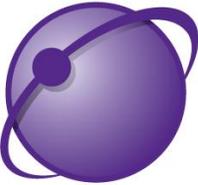
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Step 8: Scroll down to Online and Physical addresses. Enter your work email and work street address. Do not enter a unit APO mailing address.

Online addresses			
Email - Work	<input type="text"/>	Email - Home	<input type="text"/>
Physical addresses			
Work Location	<input type="text" value="Type an address, City or Zipcode"/>	Home Location	<input type="text" value="Type an address, City or Zipcode"/>

You also have the option of entering a personal email address. You may also enter your home address.



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Step 9: Save!



You have now successfully registered for AtHoc notifications so you can remain current on any incident affecting the USAG Bavaria community. Don't forget- you may sign-up for alerts from different garrisons (Step 6).

Wait!

Did we mention you can download the AtHoc app to your smartphone as well? Let us take a second to show you this process as well.



Mass Warning and Notification System

SMARTPHONE APPLICATION SETUP & USE

ATHOC NOTIFIER APP

The USAG-Bavaria Mass Warning and Notification (MWN) system includes a mobile notification smartphone application in addition to several other forms of notification such as desktop alert, email, phone, and text message. The AtHoc Notifier is a smartphone app which displays as a purple globe on your main mobile phone screen with the rest of your mobile applications. The AtHoc Notifier is available for iOS and Android smartphones.

Required: Before you download and install, you must have an active email set up in the USAG Bavaria (respective location) Mass Warning and Notification system. **So make sure you registered with your Common Access Card first!**

INSTALL THE ATHOC NOTIFIER

The AtHoc Notifier can be installed in just a few easy steps.



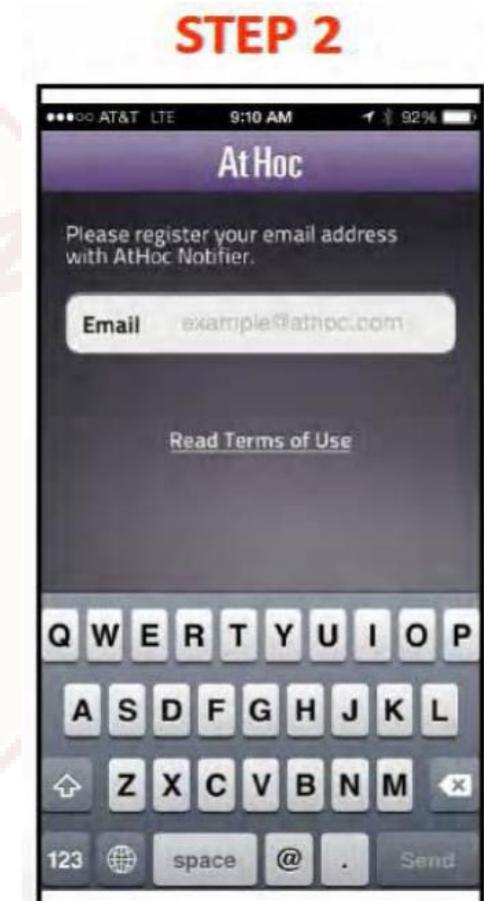
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STEP 1. Search for and Download the AtHoc Notifier app from the Apple App or Google Play stores.



DOWNLOAD

STEP 2. When the download is complete, open application and enter your active email address associated with your USAG Bavaria MWN system account when prompted.



ENTER EMAIL



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STEP 3.

AtHoc Notifier will send a verification email to confirm your address. From the email, click the link or [Verify Now](#) icon.



VERIFY EMAIL

STEP 4.

Return to the application on your mobile device and add the USAG Bavaria MWN organization code ([usa-hohen](#), [usa-garmisch](#), or [usa-bavaria](#)) as prompted.

You have completed the installation.



ENTER ORG CODE

**If you need help you can
find assistance below!**



[Register now](#)

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Information & Assistance

USAG Bavaria MWNS Self-service webpage: If you are missing the AtHoc client on your computer, use the following links (URL) to access the AtHoc system. You **must have a CAC reader**.

- Grafenwoehr <https://warnings1.army.mil/SelfService/2026322>
- Hohenfels <https://warnings1.army.mil/SelfService/2026323>
- Garmisch <https://warnings1.army.mil/SelfService/2026321>

Contact your supervisor regarding AtHoc registration policy and applicability

Contact the NEC Service Desk (telephone) 119

- Network connectivity
- AtHoc connectivity, i.e., no icon displayed on computer screen or wrong community

For technical support and assistance with the USAG Bavaria AtHoc system, call the EM2P help desk at DSN 312-867-3365 or toll-free from Germany at 0800-184-4939.

- AtHoc icon displays, but “greyed out”
- AtHoc Self-service Client functionality

For AtHoc profile or data entry questions contact-

- USAG Bavaria- Grafenwoehr, email: usarmy.bavaria.imcom-europe.list.ioc@mail.mil
- USAG Bavaria- Garmisch, email: usarmy.bavaria.imcom-europe.list.garmisch-dptms-dl@mail.mil
- USAG Bavaria-Hohenfels, email: usarmy.bavaria.imcom-europe.list.hohenfels-dptms@mail.mil