

VII. ACTIVE SHOOTER

Below are the recommendations provided by the Department of Homeland Security if you are confronted with an Active Shooting:

An Active Shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area: in most cases active shooters use firearms(s) and there is no pattern or method to their selection of victims.

Active shooter situations are unpredictable and evolve quickly. Typically, the immediate deployment of law enforcement is required to stop the shooting and mitigate harm to victims.

Because active shooter situations are often over within 10 to 15 minutes, before law enforcement arrives on the scene, individuals must be prepared both mentally and physically to deal with an active shooter situation.

Good practices for coping with an active shooter situation.

- Be aware of your environment and any possible dangers
- Take note of the two nearest exits in any facility you are in.
- If you are in an office, stay there and secure the door.
- If you are in a hallway, get into a room and secure the door.
- As a last resort, attempt to take the active shooter down. When the shooter is at close range and you cannot flee, your chance of survival is much greater if you try to incapacitate him/her.
- Call 911 when it is safe to do so.

How to respond when an active shooter is in your vicinity.

Quickly determine the most reasonable way to protect your own life. Remember that customers and clients are likely to follow the lead of employees and managers during an active shooter situation.

- Evacuate if there is an accessible escape path, be sure to:
 - Have an escape route and plan in mind.
 - Evacuate regardless of whether others agree to follow.
 - Leave your belongings behind.
 - Help others escape if possible.
 - Prevent individuals from entering an area where the active shooter may be.
 - Keep your hands visible.
 - Follow the instructions of any police officers.
 - Do not attempt to move any wounded people.
 - Call 911 when you are safe.

- Hide out, if evacuation is not possible, find a place to hide where the active shooter is less likely to find you. Your hiding place:
 - Be out of the active shooter's view.
 - Provide protection if shots are fired in your direction (i.e. an office with a closed and locked door)
 - Don't trap you or restrict your options for movement.

To prevent an active shooter from entering your hiding place:

- Lock the door
- Blockade the door with heavy furniture.

If the active shooter is nearby:

- Lock the door
- Silence your cell phone
- Turn off any source of noise (i.e. radios, televisions)
- Hide behind large items (i.e. cabinets desks)
- Remain quiet.
- Take action against the active shooter: As a last resort and only when your life is in imminent danger attempt to disrupt and or incapacitate the active shooter by:
 - Acting as aggressively as possible against him/her.
 - Throwing items and improvising weapons.
 - Yelling
 - Committing to your actions.

HOW TO RESPOND WHEN LAW ENFORCEMENT ARRIVES

Law enforcement's purpose is to stop the active shooter as soon as possible. Officers will proceed directly to the area in which the last shots were heard.

- Officers usually arrive in teams of four (4)
- Officers may wear regular patrol uniforms or external bulletproof vests, Kevlar helmets and other tactical equipment.
- Officers may be armed with rifles, shotguns and handguns.
- Officers may use pepper spray or tear gas to control the situation.
- Officers may shout commands and may push individuals to the ground for their safety

How to react when law enforcement arrives:

- Remain calm and follow officers' instructions.
- Put down any items in your hands (i.e. bags, jackets)
- Immediately raise hands and spread fingers.
- Keep hands visible at all times
- Avoid pointing screaming and or yelling.

- Do not stop to ask officers for help or directions when evacuating just proceed in the direction from which officers are entering the premises.

Information to provide to law enforcement or 911 operator:

- Location of the active shooter
- Number of shooters if more than one.
- Physical description of shooter's
- Number and type of weapons held by the shooter's
- Number of potential victims at the location.

The first officers to arrive to the scene will not stop to help injured persons. Expect rescue teams comprised of additional officers and emergency medical personnel to follow the initial officers. These rescue teams will treat and remove any injured persons. They may also call upon able-bodied individuals to assist in removing the wounded from the premises.

Once you have reached a safe location or an assembly point you will likely be held in that area by law enforcement until the situation is under control and all witnesses have been identified and questioned. Do not leave the safe location or assembly point until law enforcement authorities have instructed you to do so.