

# ACTIVE SHOOTER AND EMERGENCY RESPONSE REFERENCE GUIDE

## RECOGNIZE

### Identify and report concerning behaviors:

- Development of personal grievances.
- Concerning social media posts.
- Inappropriate interest in weapons.
- Inappropriate interest in past mass acts of violence.
- Uncharacteristic drop in work performance.
- Withdrawal from normal social circles.
- Knowledge that a co-worker/student has recently experienced a significant personal loss.

### Identify immediate threats:

- Know the sound of gunfire in your facility.
- Don't dismiss strange sounds.
- Use context clues to determine source.



### Report potential threats:

- Determine whom you should report a threat to (ex. supervisor, HR, on-site security, law enforcement).
- If you feel something is a threat, don't wait; notify the appropriate person.

### Report immediate threats:

- Notify as many people as possible.
- **NO CODES** – use plain language.
- Only call 911 when it is safe to do so.

### Other considerations:

- Identify special needs in your area and create a plan in advance.
- Involve those with special needs in the planning process.
- Practice the plan.

## RESPOND

GET OUT



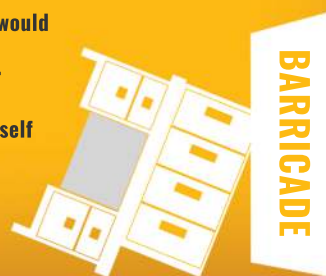
These responses are not in order. The situation will dictate what you do.

### Get out safely:

- If you can safely do so, remove yourself from the area affected by the violence.
- Move cautiously from areas of concealment/cover until you are in a safe location.
- Stay calm and constantly evaluate your movements and if it is safe to keep going or not.
- Limit time in hallways, stairwells and large open areas.

### Barricade/Fortify:

- **LOCK THE DOOR.**
- Stack heavy objects in front of door.
- Locate objects in area that can be used as distractions (things to throw at the shooter).
- Locate improvised weapons.
- Limit exposure to any windows that would allow the shooter to see you.
- Know where "safe zones" are in your work area.
- Don't hide – you cannot defend yourself and you limit your escape options.



## SURVIVE

### Defend yourself:



- Don't seek out the threat. Only use force if other options are not reasonable.
- Actions must be swift and aggressive.
- If in close proximity, get possession of the gun.
- Incapacitate the shooter by whatever means necessary. Remember, they are trying to kill you.
- If you obtain the gun, secure it. Do not point it at people or have it in your hands when Law Enforcement arrives.



### Render Aid:

- Only render aid when it is safe to do so.
- Have Bleeding Control Kits available and know how to use them.
- Apply a tourniquet to severely bleeding arms and legs:
  - as high as possible.
  - as tight as possible.
  - as fast as possible.
- Seal open wounds to the chest (front and back).
- Pack wounds in the pelvic region, butt and shoulders.
- Use pressure dressings to keep pressure on a wound and move to next victims.
- Improvise if you don't have a Bleeding Control Kit.