

# Procedure: Active Shooter/Violent Person

## Information

1. An active shooter is attempting murder. They may use guns, explosive devices, chemical or biological agents.
  - A. Shooters select a person or a group at random.
  - B. The event is unpredictable and changes fast.
  - C. You must decide quickly what to do.
2. When an active shooting starts, you have three choices.
  - A. Run (Best Choice)
  - B. Hide (Temporary Choice)
  - C. Fight (Last Choice)

## Procedure Steps: Run (Best Choice)

1. All Persons—
  - A. DO NOT activate the fire alarm. Other people may leave the building(s) into the path of the shooter.
  - B. DO NOT get your personal items.
  - C. DO NOT give first aid to or move wounded people.
  - D. Immediately leave the shooting scene. Run fast and far. Stay aware of the situation. Think about a good escape route, out of the building, away from the shooter. Trust your instincts. Don't delay.
  - E. Help other UNWOUNDED people escape.
  - F. As soon as possible, call 911. Use any operational phone. Give the 911 dispatcher this information. Be as accurate as possible.
    - (1) Location of the active shooter(s).
    - (2) Number of shooters.

(3) Physical description of the shooter(s).

(4) Number and type of weapons held by the shooter(s).

(5) Number of potential victims at your location.

G. Immediately stop people from entering an area where the shooter may be.

H. Immediately raise your hands and spread your fingers when you find the police and/or other first responders. Listen closely to and obey their commands exactly.

### **Procedure Steps: Hide (Temporary Choice)**

Hiding is temporary. When you can safely do it, run, per the procedures in this section.

#### 1. All Persons—Immediately

A. Close/lock, and barricade all entry doors.

B. Close/lock windows and blinds.

C. Extinguish all lights, including candles.

D. Move to a corner of the hiding place, far away from doors and windows. The best corner is on the same wall as the entry door.

E. Silence all cell phones, including vibrate mode.

F. Stay out of the shooter's view.

G. Stay still and quiet.

### **Best Practices: Fight (Last Choice)**

There are no step-by-step procedures, only best practices.

#### 1. All Persons—

A. Fight only when your life is in imminent danger. Work as a group with others.

B. Commit to your actions. Be as physically aggressive as possible.

C. Try to incapacitate the shooter. Scream, kick, improvise weapons, throw items. Target eyes, shins, and genitals. Do whatever you can.

### **Best Practices: When the Police Arrive**

The first police officers to arrive will not help the injured. Other first responders will treat and move the injured. After you reach a safe area, the police will keep you there until the situation is under control and all witnesses have been identified and questioned. Do not leave the area until the police release you.

1. All Persons—

- A. Remain calm. Listen closely to and obey their commands exactly.
- B. Drop items in your hands (e.g., bags, jackets).
- C. Raise your hands and spread your fingers. Keep your hands visible at all times.
- D. Avoid quick movements toward officers.
- E. Avoid pointing, screaming or yelling.
- F. Do not ask questions.

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