### 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 visit
- If you are in an office, stay there and secure the door
- Attempt to take the active shooter down as a last resort

Contact your building management or human resources department for more information and training on active shooter response in your workplace.

### PROFILE OF AN ACTIVE SHOOTER

An active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area, typically through the use of firearms.

### CHARACTERISTICS OF AN ACTIVE SHOOTER SITUATION

- Victims are selected at random
- The event is unpredictable and evolves quickly
- Law enforcement is usually required to end an active shooter situation
HOW TO RESPOND
WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY

1. Evacuate
• Have an escape route and plan in mind
• Leave your belongings behind
• Keep your hands visible

2. Hide Out
• Hide in an area out of the shooter’s view
• Block entry to your hiding place and lock the doors
• Silence your cell phone and/or pager

3. Take Action
• As a last resort and only when your life is in imminent danger
• Attempt to incapacitate the shooter
• Act with physical aggression and throw items at the active shooter

CALL 911 WHEN IT IS SAFE TO DO SO

HOW TO RESPOND
WHEN LAW ENFORCEMENT ARRIVES

• Remain calm and follow instructions
• Put down any items in your hands (i.e., bags, jackets)
• Raise hands and spread fingers
• Keep hands visible at all times
• Avoid quick movements toward officers such as holding on to them for safety
• Avoid pointing, screaming or yelling
• Do not stop to ask officers for help or direction when evacuating

INFORMATION
YOU SHOULD PROVIDE TO LAW ENFORCEMENT OR 911 OPERATOR

• Location of the active shooter
• Number of shooters
• Physical description of shooters
• Number and type of weapons held by shooters
• Number of potential victims at the location