**Emergency Operation Plan: Active Shooter**

**July 1, 2022**

An active shooter, as defined by the FBI, is “an individual actively engaged in killing or attempting to kill people in a populated area.” In most cases, active shooters use firearms and there is usually 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. Active shooters usually will continue to move throughout a building or area killing people until stopped by law enforcement, suicide, or other intervention.

**General Guidance and Response**

Do not sound the fire alarm. A fire alarm would signal the occupants in the rooms to evacuate

the building and may place them in potential harm as they attempted to exit. The building will not be evacuated using this method.

1. RUN: If there is an accessible escape path, attempt to evacuate the premises. 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
* Warn 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 wounded people
* Call the Department of Campus Safety & Police (x6111) or 911 when you are safe

1. HIDE: If evacuation is not possible, find a place to hide where the active shooter is less likely to find you. Your hiding place should:
   * Be out of the active shooter’s view
   * Provide protection if shots are fired in your direction (i.e., a room with a closed and locked door)
   * Not trap you or restrict your options for movement to prevent an active shooter from entering your hiding place
   * Allow you to secure the room to prevent the shooter from entering. Some suggestions:
     + Lock the door
     + Blockade the door with heavy furniture
     + Cover windows and move away
     + Turn off lights
     + Silence cell phones and all devices
     + Remain quiet
2. FIGHT: If the active shooter is nearby and as a last resort, 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 using improvising weapons
* Yelling
* Committing to your actions as your life may depend on it.

For more information and to review the “Run. Hide. Fight.” videos, please refer to the FBI web address at <https://www.fbi.gov/about/partnerships/office-of-partner-engagement/active-shooter-resources>

**Reporting the Incident**

When possible, call the Department of Campus Safety & Police (x6111) or 911 and provide the following

information:

* Your name and location.
* Location (or last known location) of the active shooter(s).
* Direction of travel, if known.
* Number of shooters, if more than one.
* Physical description of the shooter(s).
* Number and types of weapons held by the shooter(s).
* Number of potential victims at the location.

**Law Enforcement Role and Response**

Once the Police Department is notified, the Department will begin its protocol in response to the threat, to include activating an RBC Alert Notification to the College community. The primary goal of law enforcement is to eliminate the threat and stop the active shooter(s) as soon as possible. Police officers will proceed directly to the area in which the last shots were heard. Responding law enforcement may wear regular patrol uniforms or external bulletproof vests, Kevlar helmets, and other tactical equipment including rifles, shotguns, handguns. Police officers may shout commands and could push individuals to the ground for their safety. Individuals leaving the area may be directed by law enforcement to assemble in a designated safe location and will likely be held until the situation is under control and all witnesses have been identified and questioned. You should not leave the safe location or assembly point until law enforcement authorities have instructed you to do so.

**How to react when law enforcement arrives**

* Remain calm, and follow police 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 making quick movements toward police officers such as holding on to them for safety
* Avoid pointing, screaming and/or yelling
* Do not stop to ask police officers for help or direction when evacuating, just proceed in the direction from which officers are entering the premises