

Workplace Violence

Active Shooter: Awareness & Response

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. An active shooter may be a current or former employee.

Alert Human Resources if you believe someone exhibits potentially violent behavior.

Indicators of potentially violent behavior may include one or more of the following:

- Increased use of alcohol and/or illegal drugs
- Unexplained increase in absenteeism, and/or vague physical complaints
- Depression/Withdrawal
- Escalating talks of problems at home
- Increased severe mood swings, and noticeably unstable or emotional responses
- Increase in unsolicited comments about violence, firearms, and other dangerous weapons and violent crimes

Active Shooter Event Characteristics

- Victims are selected at random
- The event is unpredictable and evolves quickly
- Law enforcement is usually required to end an active shooter situation

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Coping with an Active Shooter Event

- Be aware of your environment and any possible dangers
- Take note of the two nearest exits in any facility
- If you are in an office, stay in place and secure the door
- Attempt to incapacitate the active shooter only as a last resort

How to Respond (In Order of Priority)

1 Evacuate

- Have an escape route and plan in mind
- Leave your belongings behind
- Keep your hands visible

2 Hideout

- 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 active shooter
- Act with physical aggression and throw items at the active shooter

Call 911 when it is safe to do so

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

Be prepared to tell police (if known):

- The 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

For additional information, consider the following resources:

- [Dept of Homeland Security, School and Workplace Violence](#)
- [Dept of Homeland Security, Active Shooter How to Respond](#)
- [FBI, Active Shooter Resources](#)

Information courtesy:

- [Dept of Homeland Security- Active Shooter Pocket Guide](#)
- [Cybersecurity & Infrastructure Security Agency- How to Respond](#)

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