



Worksite: _____ Instructor: _____ Date/Time: _____

Topic C845: Active Shooting Event

Introduction: While preventing workplace violence altogether through a system of controls is the best way to prevent injury from an attack, any workplace may find itself at the hands of a person determined to cause harm through violence. Spree shootings and mass killings are rare, but an active shooter event may be unavoidable. Preparation and awareness, however, can help you stay safe and keep coworkers safe as well.

Safety experts and emergency response professionals urge workers to be prepared with a simple plan of action should a violent perpetrator attack. Depending on the circumstances, you should either run, hide, or fight.

Run: The best response to a shooting attack in the workplace is to get out of there as quickly and safely as possible. Put as much distance between you and the shooter as you can and encourage others to do likewise, if you can do so safely. If a coworker is hesitant to join you in your escape, do not risk your life to wait for them or convince them to follow you.

Focus on getting yourself and others out of harm's way. Don't worry about saving your work. Don't worry about gathering your things. Gather your senses and save your life instead. Stay behind cover and low to the ground as you move quickly and quietly to the nearest safe exit. Once away from the scene, do what you can to keep others from harm and call 9-1-1 as soon as you can.

Hide: Unfortunately, it is not always possible to get away from the scene of an active shooter event. If the threat of harm is keeping you from escaping the shooter, it is best to hide. Again, speed and silence are central to safely surviving a shooting spree situation. Try to find a spot that is out of the shooter's view that can protect you from bullets fired your way. Try to ensure your hiding spot doesn't close off options for escape or movement.

When you find a place to hide, try to secure it the best you can by locking doors and, if you can do so without drawing attention to your location, turn out lights and move heavy things to block entry. Silence personal electronic devices to keep them from giving away your location, and try to remain as calm as possible.

Fight: Engaging with the attacker is never the preferred means to handle an active shooter, and should only be a last resort option. However, it is not always possible to hide or run away when your life is at risk.

Never try to reason or start a dialogue with a person who is shooting a weapon at people.

If your life is in danger and you must fight, commit to taking the shooter down however possible. Look for a readily available item that you can use as an improvised weapon, and don't hesitate to use it with aggression to subdue the rampaging shooter. If you find yourself in a position where you must fight an active shooter, you cannot hesitate to use violent force against him and continue using it until he or she is incapacitated.

When responding to an active shooter, maintain as much situational awareness as possible and keep an eye open for opportunities to escape and find cover. Incidents like these are difficult to predict and a shooter's actions are difficult to foresee as they unfold. Be smart, and act fast to save yourself and others, but don't add yourself to the casualty list by trying to be heroic.

When police arrive on the scene, they will first focus on finding and stopping the shooter. Keep your hands in sight as you approach responders. Flee through the area they have secured as quickly and quietly as possible, and try not to yell or point. The best way for you to help police is to get out of harm's way as calmly, quickly and safely as possible. After you see police, rest assured that medical assistance is on the way as well to help with victims.

Conclusion: Workplace shooting events are rare, but dangerous and unpredictable. Awareness and preparedness can mean the difference between life and death. Keep calm and remember Run, Hide, Fight.

Employee Attendance: (Names or signatures of personnel who are attending this meeting)

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These guidelines do not supersede local, state, or federal regulations and must not be construed as a substitute for, or legal interpretation of, any OSHA regulations.