

The Aerospace Corporation

Emergency Procedures Quick Reference Guide



Active Shooter

IN THE EVENT OF AN ACTIVE SHOOTER SITUATION:

- Evaluate your situation and decide to Run, Hide, or Fight
 - RUN away and take others with you. Leave your belongings behind and keep your hands visible
 - HIDE in an area out of the shooter's view and follow lockdown procedures
 - FIGHT as the last resort if you cannot run or hide. As a group if possible, act with physical aggression to incapacitate the shooter
- Stay away from doors and windows
- Move from hallways into rooms
- Assist those with access and functional needs
- Turn off lights, close window blinds, and silence cell phones
- Block door with furniture
- Prepare a plan of action if the intruder gains entry (e.g., all-out assault on the intruder)
- Follow specified protocols if evacuation is initiated by law enforcement personnel
- If a fire alarm has been activated, do not evacuate **UNLESS** fire or smoke is visible