

# What to do in an on-going and immediate life-threatening incident

## Identification:

- Pay attention to:
  - someone who is acting in an unusual way.
  - someone who is carrying what appears to be a suspicious-looking package or wearing clothing that may conceal weapons.
  - what may be an improvised explosive device. Many shooters attempt to use secondary explosions as weapons.
  - the kind of weapon and/or the number of weapons being used.
  - anyone else who is there and may or may not be taking any action.
  - the direction the person or people are moving.
  - the number of potential victims and where they're located.
  - where you can safely evacuate to or barricade yourself until help arrives.
  - any other information you can safely obtain.

## Communication:

- As soon as safely possible, contact the police. Call 911 or Campus Police at 814-368-3211 and provide as thorough a description of the actor/actors as possible
- Warn others in the area if it is safe to do so.
- Resist the urge to yell or shout. Speak in a clear, calm voice.
- Be aware that a loud voice may alert the actor of your location.
- Provide updated information as necessary to the police.

## Evaluation:

- Quickly determine the most reasonable way to protect yourself. Remember that if you take action others are likely to follow your lead during a shooting. Assist others in your immediate area if you can do so safely.
- If there is a safely accessible escape path, 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.
  - attempt to prevent people from entering an area where the shooter may be.
  - keep your hands visible.
  - follow the instructions of any police officers.
  - do not attempt to move wounded people.
  - avoid long hallways or other open areas when you are exposed while moving for extended periods.
  - move in a nonlinear manner. Most untrained shooters cannot effectively shoot at a moving target at a distance.

- stay low to the ground; use any concealment available.
- notify police when you are safe.

**Lockdown:**

Find a place to hide where the shooter is less likely to find you. If you are in a hallway attempt to enter a room. This location should:

- be out of the shooter's view. Stay out of area and way from doors and windows.
- provide protection if shots are fired in your direction.
- not trap you or restrict your options for movement. Lockdown does not mean hunker down to die.

**To prevent the shooter from entering the area:**

- Lock the door.
- Barricade the entryway with any heavy object such as a piece of furniture.
- Turn off lights as well as any device that may make noise. Keep radio volume as low as possible.
- Continually evaluate if escape becomes a safe option.

**If confronted by a shooter and no other options exist:**

- Using swift, violent force against the shooter may end the situation by incapacitating him/her.
- Consider using any available objects as weapons, which may stop the person.

**When the police respond:**

- During a shooting, the police's foremost objective is to find the shooter and stop him/her.
- The police arriving on scene will not stop to aid injured persons. A rescue team will follow for this purpose.
- The rescue team may ask people for help in removing the wounded.

**What you should do when the police respond:**

- Remain calm and follow officers' instructions.
- Don't assume officers will know who you are and that you're not the suspect. Identify yourself immediately.
- Put down any items in your hands.
- Raise your hands and spread your fingers and keep them visible at all times.
- Avoid making quick movements toward officers such as grabbing them to hold on for safety.
- Avoid pointing, screaming or yelling.
- Know that help for the injured is on its way.
- Do not ask officers for help or directions when evacuating. Just proceed in the direction the officers used to enter the premises.
- Once in a safe location provide officers with any information you have.
- Don't leave the safe location until directed to do so by officers.