

## EAP For An Active Shooter/Hostile Intruder On Campus

If you witness (or are otherwise directly involved in) an active shooter/hostile intruder incident on campus and your life is in imminent danger, take the following actions:

### 1. RUN, HIDE, FIGHT

- **Run** away from the threat if you can, as fast as you can, and never run in a straight line. Do not stop and gather personal belongings. Warn others but do not wait for them. Call Campus Safety (x4000) when it is safe to do so.
  - **Hide** if evacuation is not possible by finding a suitable closable and securable location. Block or otherwise obstruct the door if it is not lockable. Turn off lights and eliminate sources of sound, including cell phones.
  - **Fight** as a last resort to save your life. Use any available means within reach that can be used as a weapon, and position yourself for attack if your door is breached.
2. If you are caught and subdued by the intruder, never look him/her in the eyes, be submissive and obey all commands, and do not appear to pose a challenge. Try to remain as calm as possible.

If you are notified that an active shooter/hostile intruder is on campus by any emergency communication method (verbal, email, phone, reverse 911) and a “shelter-in-place” command is given, take the following actions:

1. Stay inside the building you are in, even if you do not normally work or reside in that building. If you are outdoors, proceed to the nearest accessible building.
2. If you are in your dorm room or office, lock yourself in your room, close any blinds or curtains, and eliminate sources of sound (including cell phones).
3. If you are in a more public location (classroom, athletic venue, dining hall, social/study area), persons in positions of authority should take the lead and initiate the following actions:
  - Terminate any ongoing activities (teaching, research, etc...);
  - Close, lock, block or obstruct any and all windows or doors to the building to minimize accessibility, and close any blinds or curtains to obscure direct lines of sight;
  - Move personnel to smaller interior rooms within the building (if available), and secure those spaces to the maximum extent possible;
  - If there are campus visitors or other members of the public around you, invite them to follow your lead;
  - Do not arbitrarily activate a building alarm to evacuate the building unless directed to do so by Campus Safety or another authority as this may alert the intruder(s) of pending response activities.
4. Once the police arrive, obey all of their commands. This may involve your being handcuffed or made to put your hands in the air. This is done for safety reasons, and once circumstances are evaluated by the police, they will give you further directions to follow.
5. During building evacuations, assist the handicapped in exiting the building. Remember that elevators are reserved for handicapped persons during evacuations. Remain calm and do not panic.
6. Following emergency evacuations, your designated place of shelter is the primary assembly point, or alternate assembly point if the emergency is impacting your primary location. Proceed to your assembly point once instructed to do so by your Building Coordinator, RA, faculty member or supervisor. Keep streets, fire lanes, hydrants and walkways clear for emergency vehicles and crews.
7. A Command Post may be set up near the emergency site. Keep clear of the Command Post unless you have official business.

**IMPORTANT—DO NOT RETURN TO AN EVACUATED BUILDING** until and unless told to do so by College officials. And remember—during an actual emergency resulting in a building evacuation, **HEADCOUNTS** are to be performed at the assembly point(s), not the initial gathering point. Stay there until an accurate **HEADCOUNT** has been taken.