

15.9 Shooting

15.9.1 Immediate Action Steps

- ▶ If the shooter is suspected to be hold up in the building, give law enforcement blueprints of the building and describe the layout.
- ▶ Assess if the incident presents a continuing danger and take appropriate safety precautions.
- ▶ Obtain the identity and physical description of the shooter, including any distinguishing characteristics.
- ▶ Have someone remain on the line with a 911 emergency operator if the situation is ongoing.
- ▶ Assign sufficient personnel to keep any arriving individuals clearly away from the scene and out of harm's way.
- ▶ Have all employees keep their hands visible and to follow law enforcement instructions.
- ▶ Once confirmed, dispatch company representatives to provide or assist law enforcement with notifications to family of serious injury or death.
- ▶ After safety is restored, thoroughly search the property and surrounding areas for any employees who may still be in hiding, evacuated to adjacent areas, or sheltered in place.
- ▶ Identify the location of victims in the hospitals – they may be admitted under an alias (standard procedure for gunshot victims). Ask ambulance drivers to which hospital they are taking victims. Attempt to have a medical person (e.g., company nurse) accompany victims to the hospital in ambulances, if allowed.

15.9.2 Unique Considerations

- ▶ Identify witnesses for law enforcement investigation. Instruct them not to talk about the incident with others until after the law enforcement interviews with witnesses.
- ▶ In the immediate aftermath, ask witnesses to write down everything they saw to facilitate the interviews with law enforcement.
- ▶ Law enforcement officers may give early media statements. Coordinate your messages with theirs.