

- - Evacuate or flee if possible and safe. Have an escape plan. Consider all exits and windows. Distance yourself from the shooter.
- - If flight is impossible, — Get out of sight.
- Block entry or lock doors. Put something solid between yourself and the shooter.
- Be prepared to wait; elapsed time is a good sign.
- Wait for instructions from Law Enforcement .
- - As a last resort , and only when your life is in imminent danger. Attempt to disrupt and/or incapacitate the shooter. Act with aggression.

- - Activate nearest fire alarm if not already activated & call 911.
- ! " # \$ % & & ' () &. Take your valuables (keys, wallets, purses, etc.) with you.
- use elevators. re-enter the building until authorized.
- If it is safe, assist others moving from the area. If unable, notify emergency personnel of the location of any disabled or special needs persons.
- Proceed to your predetermined meeting spot.

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- Render first aid if trained.
- Stay with the injured / ill person until help arrives.
- Try to gather as much information about the emergency to pass along to emergency responders.
- Learn the locations of AED's (Automatic External Defibrillators).

- touch or move any suspicious device.
- turn switches on or off – leave them as they were.
- Evacuate the area—take your belongings with you.
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