

Shooter Policy

When a hostile person(s) is actively causing death or serious bodily injury, or if there is the threat of imminent death or serious bodily injury:

- **Figure Out.** In the first few seconds, try to figure out the situation.
 - What is going on? Where is it happening?
 - Is there a path of escape?
 - Is there a well-protected hiding place where the shooter might not find you?
 - Trust your intuition, your “gut feeling.” It’s a built in survival mechanism.
 - Make a decision and act quickly.
- **Get Out, Get Away.** If you think you can safely make it out of the building or away from the threat, do so.
 - Do not sound the fire alarm.
 - Once outside, do not run in a straight line. Use vehicles, bushes, trees, etc. to conceal yourself as you run.
 - Call 911 to report the incident as soon as it is safe for you to do so.
- **Hide Out.** If you cannot make it out of the building safely, take shelter in the nearest office or room. Stay out of lobbies, hallways or open areas.
 - Lock and barricade the door.
 - Turn off lights and all audio equipment. Set cell phones to “SILENT.”
 - Spread out within the room and take cover.
 - If communication is available, and the shooter will not hear you, dial 911.
 - Quietly talk about what you’ll do if the shooter enters.
- **Take Out.** If you are directly confronted with the shooter, the only remaining option may be to fight back. In this kind of situation, anything you do, or anything you don’t do, may involve life-threatening risks.
 - Yell, throw things, or use improvised weapons.
 - Act as a team to charge and swarm the shooter.
 - Total commitment and absolute resolve are critical.
- **Comply with Instructions from Police.**
 - Once the police arrive, obey all commands.
 - Show your hands, do not run up to the Police or do anything that may appear to be a threat.
 - You may have weapons pointed at you. You may be handcuffed, searched, or made to put your hands in the air. This is done for safety, and once circumstances are evaluated by the police, they will give you further directions to follow.

The City of Houston Office of Public Safety and Homeland Security has produced a six minute video entitled **Run, Hide, Fight: Surviving an Active Shooter Event** which is available for viewing at <http://www.youtube.com/watch?v=5VcSwejU2D0>.

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