

# HOW TO RESPOND

If you or a loved one is actively experiencing a crisis and at imminent risk of self-harm or harm to others, call 911.

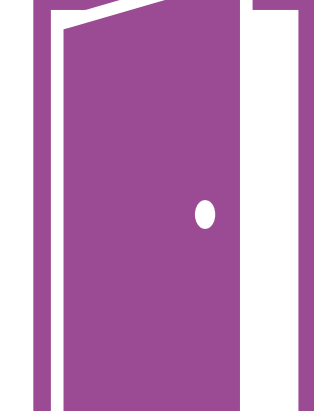


**When an active shooter is in the vicinity, you should quickly determine the most reasonable way to protect your own life. Typically, the best response to an active shooter situation will be to either:**

**RUN**

**HIDE**

**FIGHT**



## RUN

The absolute best response to an active shooter situation will be to evacuate the area and get out of harm's way. While evacuation sounds simple, doing so under the duress and chaos of an active shooter situation can be difficult.

**If there is an accessible escape path, attempt to 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
- Prevent others from entering an area where the active shooter may be
- Keep your hands visible
- Follow the instructions of any police officers
- Do not attempt to move wounded people
- Call 911 when you are safe

## WORKFORCE MANAGEMENT

**Managers have the primary responsibility for ensuring their staff is prepared to evacuate places of work during emergencies. Management is responsible for:**

### Evacuation Planning

Ensure that the workplace has emergency preparedness and/or evacuation plans that define how staff will evacuate quickly, effectively and safely. Communicate plans to all staff and practice/exercise regularly (including tabletop exercises and physical drills). Ensure that staff members are familiar with evacuation/exit routes from all areas of the building (i.e. each floor of a multi-story building, including common areas). Integrate accommodations for individuals with disabilities or persons with access and functional needs such as assistive devices, evacuation chairs and keeping aisles clear of clutter or items that may impede evacuees from leaving the premises.

### The Buddy System

Coordinate closely with staff to understand and include the assistance/accommodation that may be needed by individuals with disabilities or access and functional needs during an active shooter situation. Establishing a "buddy system" whereby disabled and non-disabled colleagues work together to ensure the safe evacuation of all workers is an integral step in the process of planning to survive an active shooter attack.

### Situational Awareness

Ensure that everyone is always accounted for inside and outside of the workplace including visitors, teleworkers, employees working in the community, etc. Confirm staff members are trained to update their calendars and keep supervisors aware of time away from the workplace (paid time off, jury duty, illness, etc.). Work to identify accommodation needs and incorporate those needs into emergency plans.

### Cross-Training

Implement cross-training as part of the organization's emergency management process to ensure as many employees as possible are familiar with and trained on evacuation procedures. This should include the evacuation lead personnel, floor wardens, the facilities team, and property management.

### Individuals with Disability or an Access and Functional Need (AFN)

Individuals with a disability or an AFN have the most awareness of their specific evacuation needs. As such, it is the responsibility of the individual (assisted as appropriate by his or her representative, behavioral therapist or personal care assistant) to:

- Inform management regarding any gaps or needs for accommodations that exist in their organization's emergency preparedness or evacuation plans.
- Inform management when an individual is expected to be away or out of the office for extended time to ensure the individual is accounted for during safety checks and roll calls.
- Establish a "buddy system" with coworkers. "Buddies" should educate partners concerning the respective physical, psychological and communication assistance needed to increase their safety during an active shooter attack. A back-up buddy system is also recommended.
- Have an escape route and safety plan in mind specific to their respective needs.
- Practice escape routes and safety plans by locating exits and locking offices and conference rooms before and during drills and exercises.

## LAW ENFORCEMENT/FIRST RESPONDERS



## HIDE

If evacuation is not possible, find a place to hide where the active shooter is less likely to find you. Because active shooter situations typically last no longer than 10 – 15 minutes, hiding from the attacker is a highly effective method for promoting personal safety.

**The hiding place should:**

- Be out of the active shooter's view
- Provide protection if shots are fired in your direction (for example, an office with a closed and locked door)
- Not trap you or restrict your options for movement

**To prevent an active shooter from finding or entering your hiding place:**

- Lock the door
- Blockade the door with heavy furniture
- Silence cell phones (turn off vibrate)
- Turn off any source of noise (i.e., computers, radios, televisions, assistive devices)
- Pull down shades or window coverings
- Hide behind large or hard items (i.e., cabinets, desks)
- Remain quiet

**If evacuation and hiding out are not possible:**

- Remain calm
- Dial 911, if possible, to alert police to the active shooter's location
- If you cannot speak, leave the line open and allow the dispatcher to listen

## WORKFORCE MANAGEMENT



## LAW ENFORCEMENT/FIRST RESPONDERS



## FIGHT

As a last resort, and only when your life is in imminent danger, you may choose to attempt to disrupt and/or incapacitate the active shooter. This action should be decisive and without hesitation.

**Attempt to disrupt and/or incapacitate the active shooter by:**

- Acting as aggressively as possible against him/her
- Throwing items and improvising weapons, such as a fire extinguisher
- Fighting as best you can within your ability
- Yelling

## WORKFORCE MANAGEMENT



## LAW ENFORCEMENT/FIRST RESPONDERS



## RESOURCE LINKS

<a href="#">ACTIVE SHOOTER BOOKLET</a> →	<a href="#">ACTIVE SHOOTER AWARENESS GUIDANCE</a> →
<a href="#">SAFE SCHOOLS MESSAGE</a> →	<a href="#">ACTIVE SHOOTER FACT SHEET</a> →
<a href="#">RESPOND TO AN ACTIVE SHOOTER</a> →	<a href="#">ACTIVE SHOOTER SAFETY RESOURCES</a> →

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## STAY CONNECTED

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## SURVIVOR RESOURCES

California provides a host of resources for those impacted by gun violence.



**A gun violence "survivor" encompasses anyone who has personally experienced gun violence, whether as a witness, threatened or wounded by a firearm, or had someone they cared about injured or killed by a firearm.**

### IF YOU ARE A SURVIVOR OF GUN VIOLENCE, SUPPORT IS AVAILABLE TO YOU

If you are a survivor of gun violence and/or in need of assistance, support is available to you. The following resources help survivors navigate in the wake of tragedy:

If you or a loved one is actively experiencing a crisis and at imminent risk of self-harm or harm to others, **call 911.**

## MENTAL HEALTH RESOURCES

### Substance Abuse And Mental Health Services Administration

The [Substance Abuse and Mental Health Services Administration](#) (SAMHSA) offers multiple resources to people in crisis including the following helplines:

[VISIT WEBSITE](#)

#### 988 SUICIDE & CRISIS LIFELINE

Call or Text 988

If you or someone you know is struggling or in crisis, help is available.

#### DISASTER DISTRESS HELPLINE

Call 1-800-985-5590

24/7 crisis counseling for emotional distress related to a disaster.

#### NATIONAL HELPLINE

Call 1-800-622-HELP (4357)

Free, confidential, 24/7, 365-day-a-year treatment referral and information service.

### Family Violence Prevention And Services Act

The [Family Violence Prevention and Services Act](#) (FVPSA) provides information and assistance to adult and youth victims of family violence, domestic violence, or dating violence, family and household members, and other persons such as domestic violence advocates, government officials, law enforcement agencies and the general public.

[VISIT WEBSITE](#)

#### NATIONAL DOMESTIC VIOLENCE HOTLINE

Call 1-800-799-SAFE (7233)

24/7 domestic violence crisis counseling, safety planning and more.

### California Department Of Health Care Services

The [California Department of Health Care Services](#) (DHCS) hosts a list of county mental health lines that you can contact for non-emergency mental health needs.

[VISIT WEBSITE](#)

## LEGAL RESOURCES

### California State Bar

The [California State Bar](#) funds legal aid organizations throughout the state that provide legal services to Californians who have low and moderate incomes.

[VISIT WEBSITE](#)

### California Courts

The [California Courts](#) website outlines online resources that can help locate help.

[VISIT WEBSITE](#)

## VICTIMS COMPENSATION AND ASSISTANCE RESOURCES

### California Victims Compensation Board

The [California Victims Compensation Board](#) (CalVCB) provides financial assistance to victims of crime. CalVCB reimburses crime-related expenses, connects victims with services and support, and informs and empowers victims.

[VISIT WEBSITE](#)

### Office of the Attorney General Victims' Services Unit

The [Office of the Attorney General Victims' Services Unit](#) (VSU) works to provide client-centered, trauma-informed, and culturally sensitive services to all crime victims, including underserved, at-risk, underrepresented, and vulnerable populations. VSU offers support and information to victims and their families at every stage of the criminal process.

[VISIT WEBSITE](#)

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## FAQ

Answers to Frequently Asked Questions  
About Gun Violence Restraining Orders



## FREQUENTLY ASKED QUESTIONS

### - What is a Gun Violence Restraining Order?

A Gun Violence Restraining Order is a temporary, nonpunitive civil order issued by a court when someone is at risk of violence to themselves (including firearm suicide) or others.

The at-risk individual receiving the order cannot purchase or possess guns or ammunition while the order is in place.

These temporary orders empower Californians to intervene and prevent someone in crisis from accessing firearms.

### + How does a Gun Violence Restraining Order keep people safe?

### + How is California increasing awareness of Gun Violence Restraining Orders?

### + Who can file for a Gun Violence Restraining Order?

### + What are the steps for obtaining a Gun Violence Restraining Order?

### + When was California's Gun Violence Restraining Order law enacted?

### + Which states utilize laws similar to California's Gun Violence Restraining Order law?

### + How is California working to reduce gun violence?

### + What other laws and programs has California enacted to prevent gun violence?

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# RESOURCE CENTER

We have gun safety resources in multiple languages to help you prepare, prevent, respond and recover from gun violence.



## FILTER RESOURCES

Search Resources...



## SORT BY

Featured



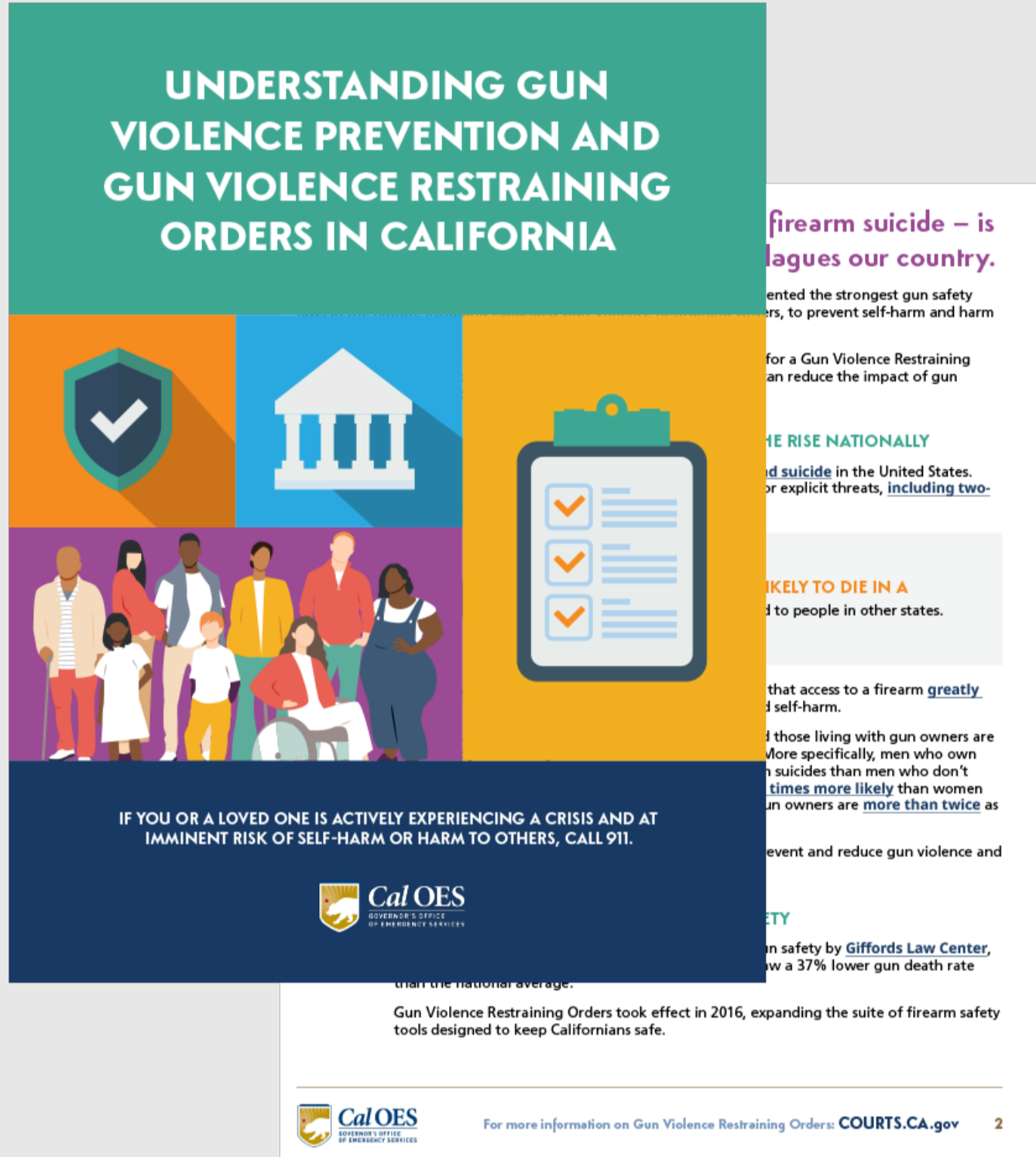
## LANGUAGES

- English
- Spanish
- Armenian
- Filipino
- Korean
- Simplified Chinese
- Traditional Chinese
- Vietnamese

## RESOURCE TOPICS

- Lorem Ipsum
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## GUN VIOLENCE RESTRAINING ORDER OVERVIEW



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## WALLET CARD



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## APPLICATION ORGANIZER



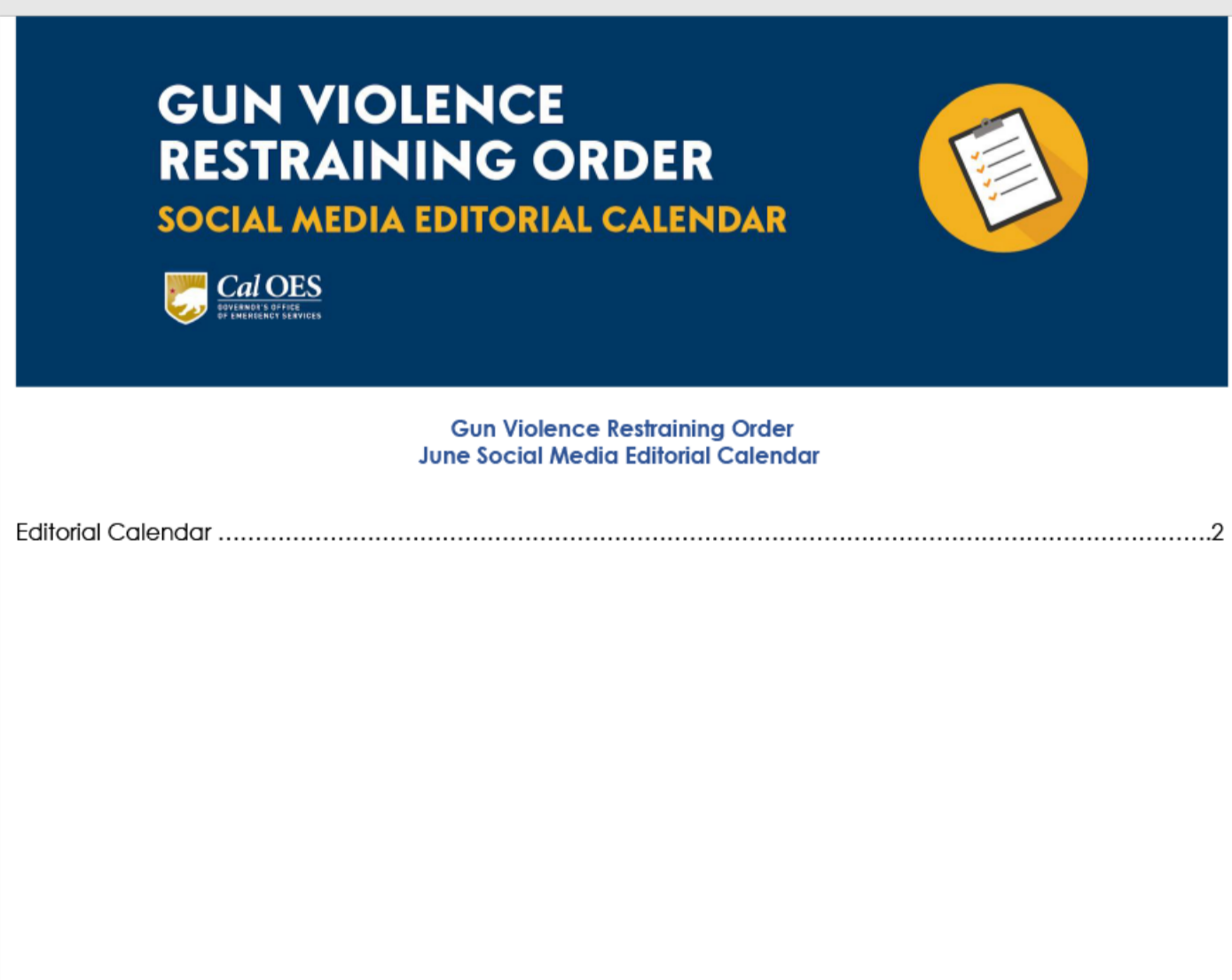
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## APPLICATION PROCESS GUIDE



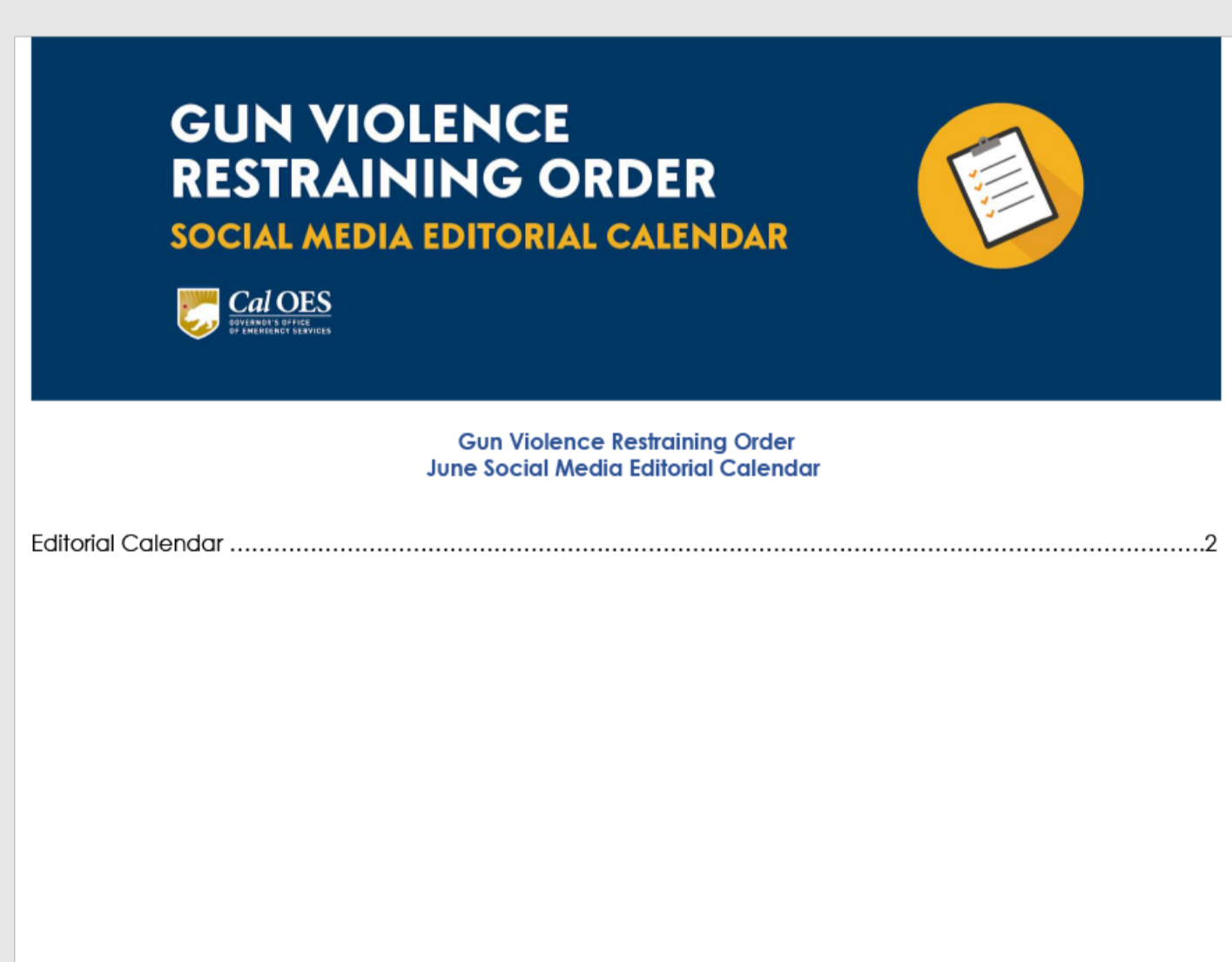
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## EVERGREEN SOCIAL MEDIA TOOLKIT



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## RELEVANT SOCIAL MEDIA TOOLKITS



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