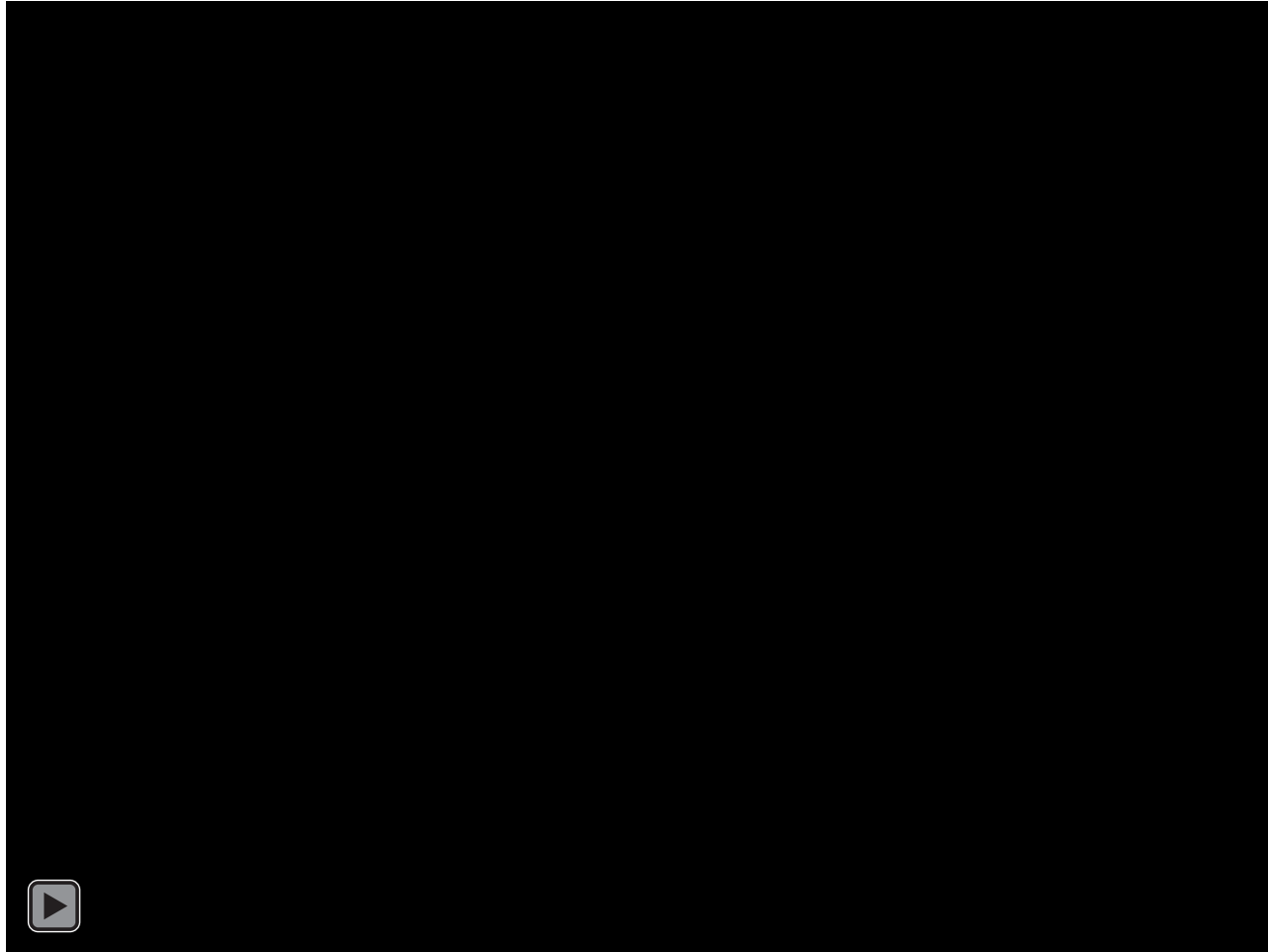
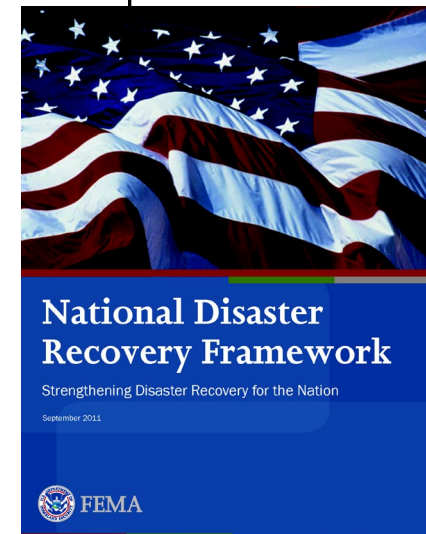
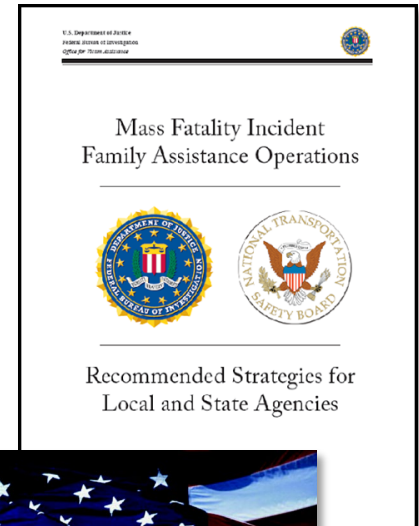


Video: Recovery



Recovery References

- Mass Fatality Incident Family Assistance Operations
- Active Shooter Healthcare Facility Emergency Operations
- Responding to Victims of Mass Crimes
- UCLA – Responding to a Crisis at School
- “I Love U Guys” Foundation – Reunification
- National Disaster Recovery Framework



Preparedness Plan Development



Form the Planning Team

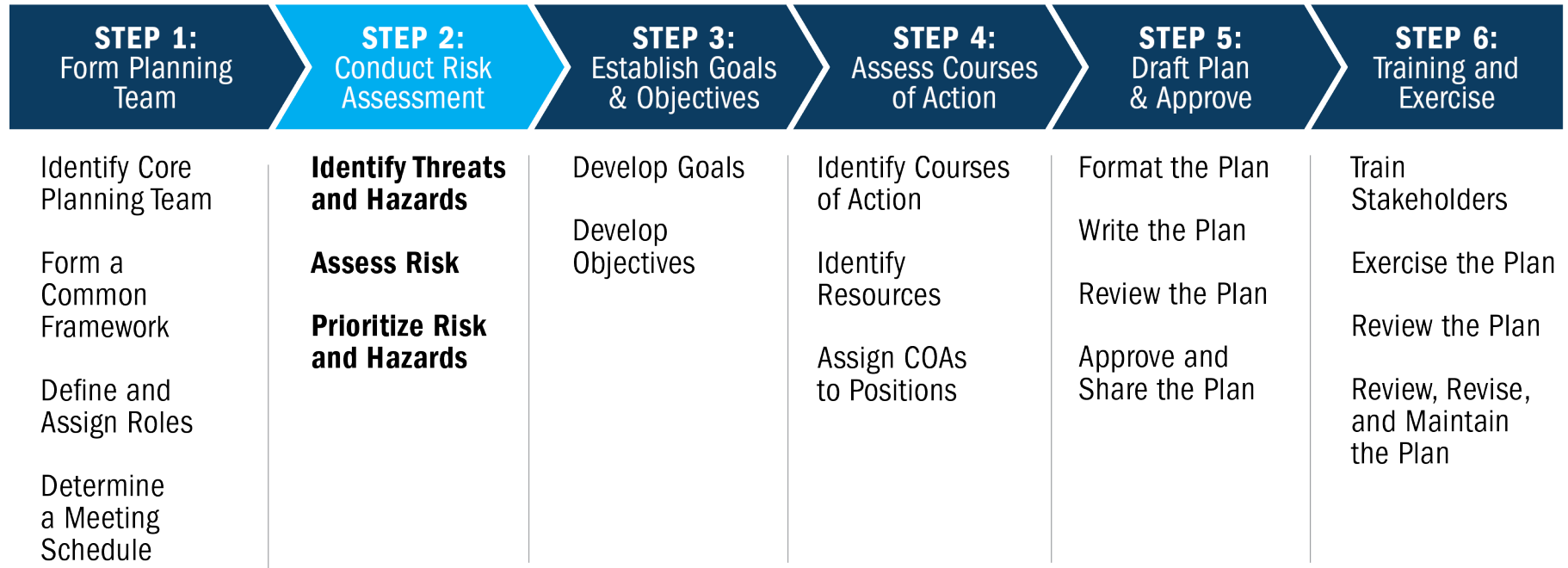
Include internal and external partners:

- Operations Managers
- Human Resources or Personnel
- Risk, Security, and Safety Directors
- General Counsel
- Maintenance or Facilities Director
- Law Enforcement, Fire, and EMS
- Landlord and Neighboring Tenants or Businesses

An effective team includes:



Step 2 in the Planning Process



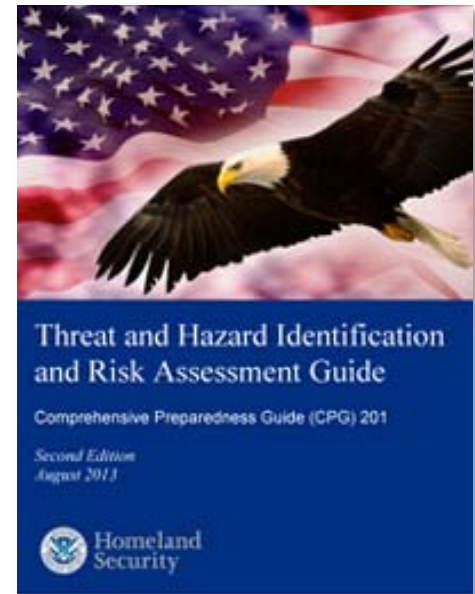
Risk Analysis as a Planning Tool

Risk is the potential for an unwanted outcome from an incident; it has three components:

- Threat
- Vulnerability
- Consequence

Assessing risk will help you:

- Understand your situation
- Prioritize actions
- Identify and compare options
- Allocate resources



Workplace Violence and Categories

TYPE 1

Violent acts by criminals who have no other connection with the workplace but enter to commit robbery or another crime.

TYPE 2

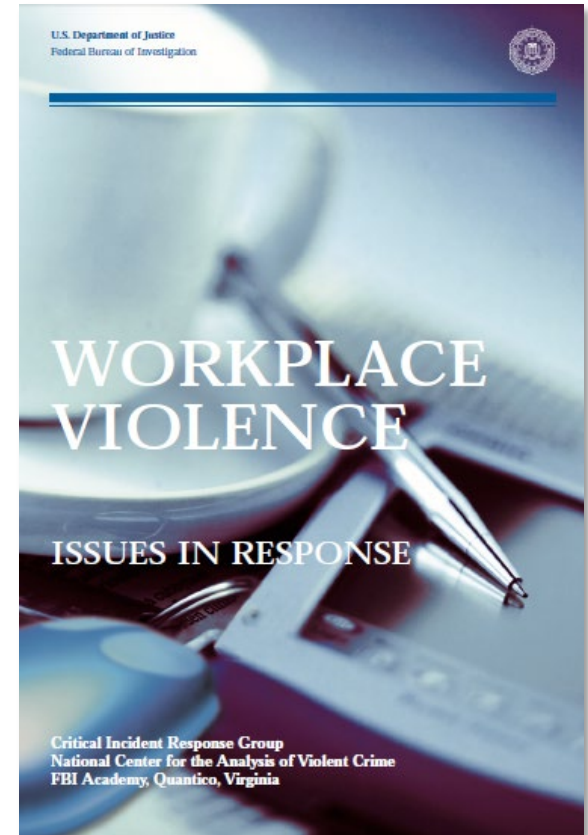
Violence directed at employees by customers, clients, patients, students, inmates, or any others for whom an organization provides services.

TYPE 3

Violence against coworkers, supervisors, or managers by a present or former employee.

TYPE 4

Violence committed in the workplace by someone who doesn't work there, but has a personal relationship with an employee—an abusive spouse or domestic partner.



Step 3 in the Planning Process



Establish Goals and Objectives

Determine Goals and Objectives

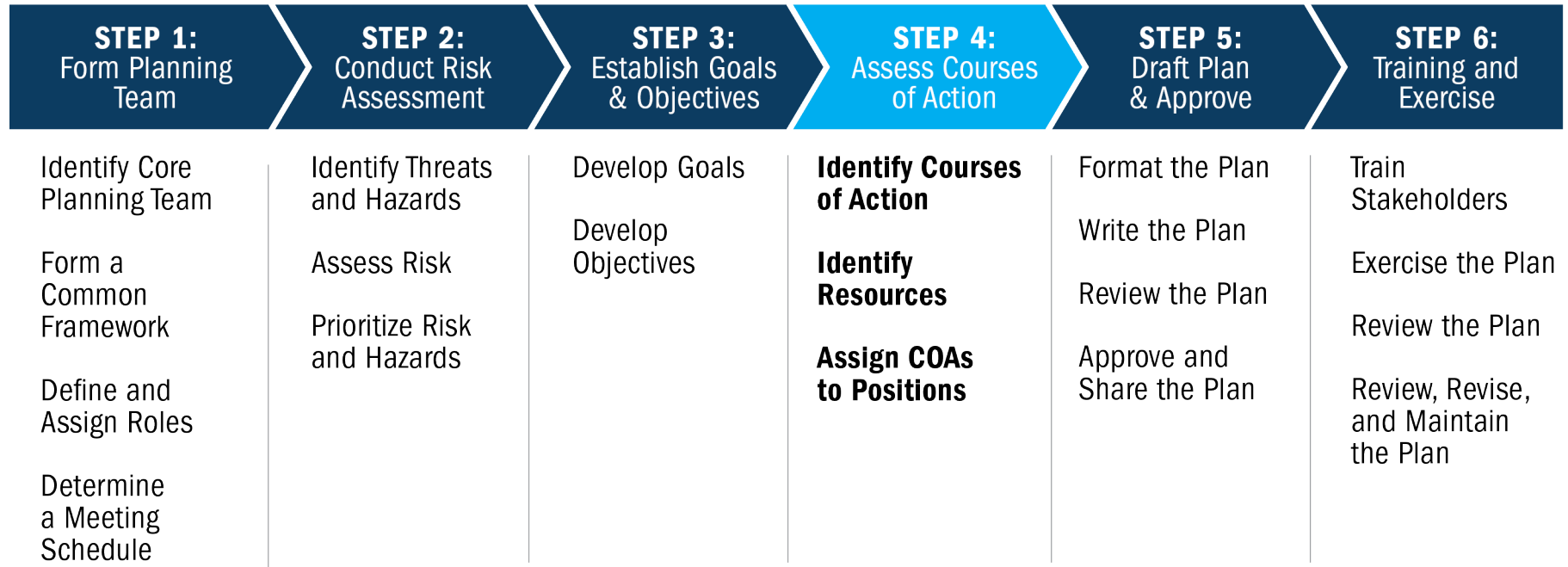
Goal: Broad statement directing personnel and resources on what they should achieve

Objective: Determining the actions participants must take in order to achieve those goals

Goals and objectives define the desired end-states for the operations addressed in the active shooter plan



Step 4 in the Planning Process



Essential Courses of Action

- ☐ Reporting
- ☐ Notification
- ☐ Evacuation
- ☐ Shelter in place
- ☐ Emergency responder coordination
- ☐ Access control
- ☒ Accountability
- ☒ Communications management
- ☒ Short-term recovery
- ☒ Long-term recovery



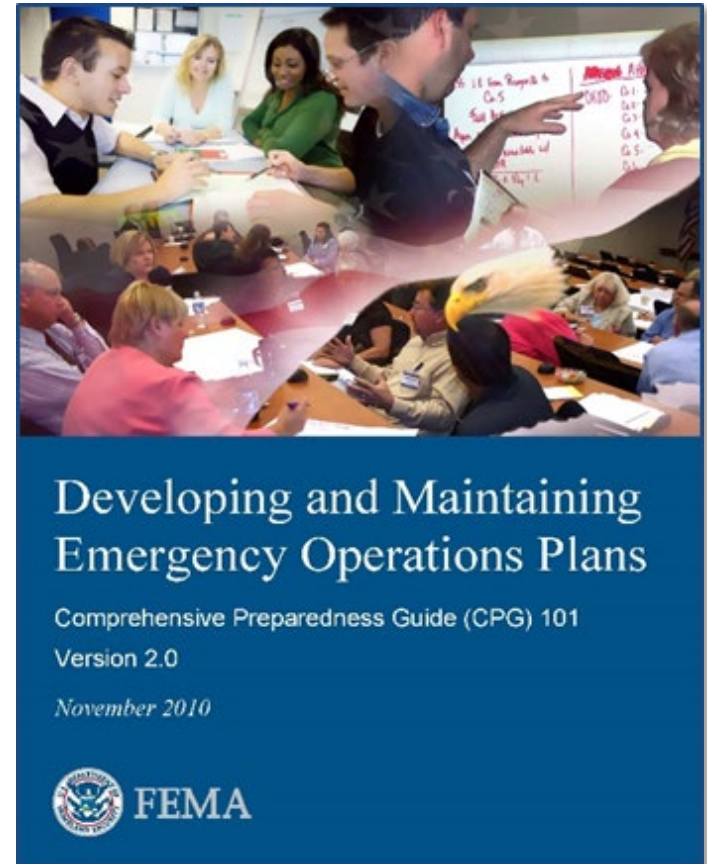
Step 5 in the Planning Process



Drafting & Reviewing the Plan

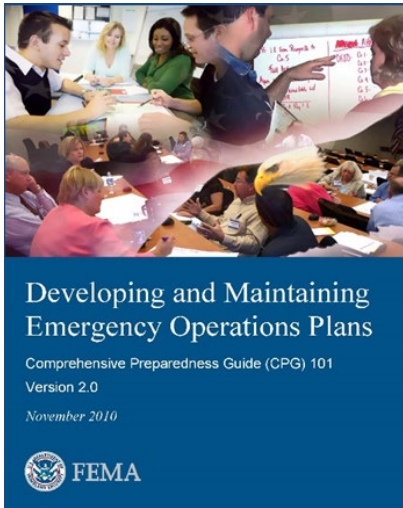
Best writing practices

- Use simple language
- Use short, active voice sentences
- Give enough detail to convey easily understood, actionable guidance
- Focus on mission guidance
- Plan review criteria
- Adequacy
- Feasibility
- Acceptability
- Completeness
- Compliancy



Emergency Action Plan Resources

Whether you're drafting a first plan or making adjustments to your existing emergency action plan (EAP), CISA has developed the following resources to get you started:



The **Active Shooter Emergency Plan Guide** is a virtual learning tool that helps organizations take the first steps toward building an EAP.

The **Active Shooter Emergency Action Plan Template** is a fillable form to document the organization's EAP.

cisa.gov/publication/active-shooter-emergency-action-plan-guide

The **Active Shooter Emergency Action Plan Video** uses first-hand perspectives of those who have survived incidents to inform and guide developers of EAPs.

cisa.gov/active-shooter-emergency-action-plan-video



Step 6 in the Planning Process



Training Materials

CISA primary resources:

- *Active Shooter - How to Respond* Book
- Break room poster
- Pocket emergency guides
- *Options for Consideration* Video

Independent study courses:

- IS 906: Workplace Security Awareness
- IS 907: Active Shooter: What You Can Do
- IS 914: Surveillance Awareness: What You Can Do
- IS 915: Protecting Critical Infrastructure Against Insider Threat

cisa.gov/active-shooter-preparedness



Training Delivery

Use a variety of training avenues



New employee
orientation



“All Hands”
meetings



Conferences and
workshops



Newsletters and
internal broadcasts



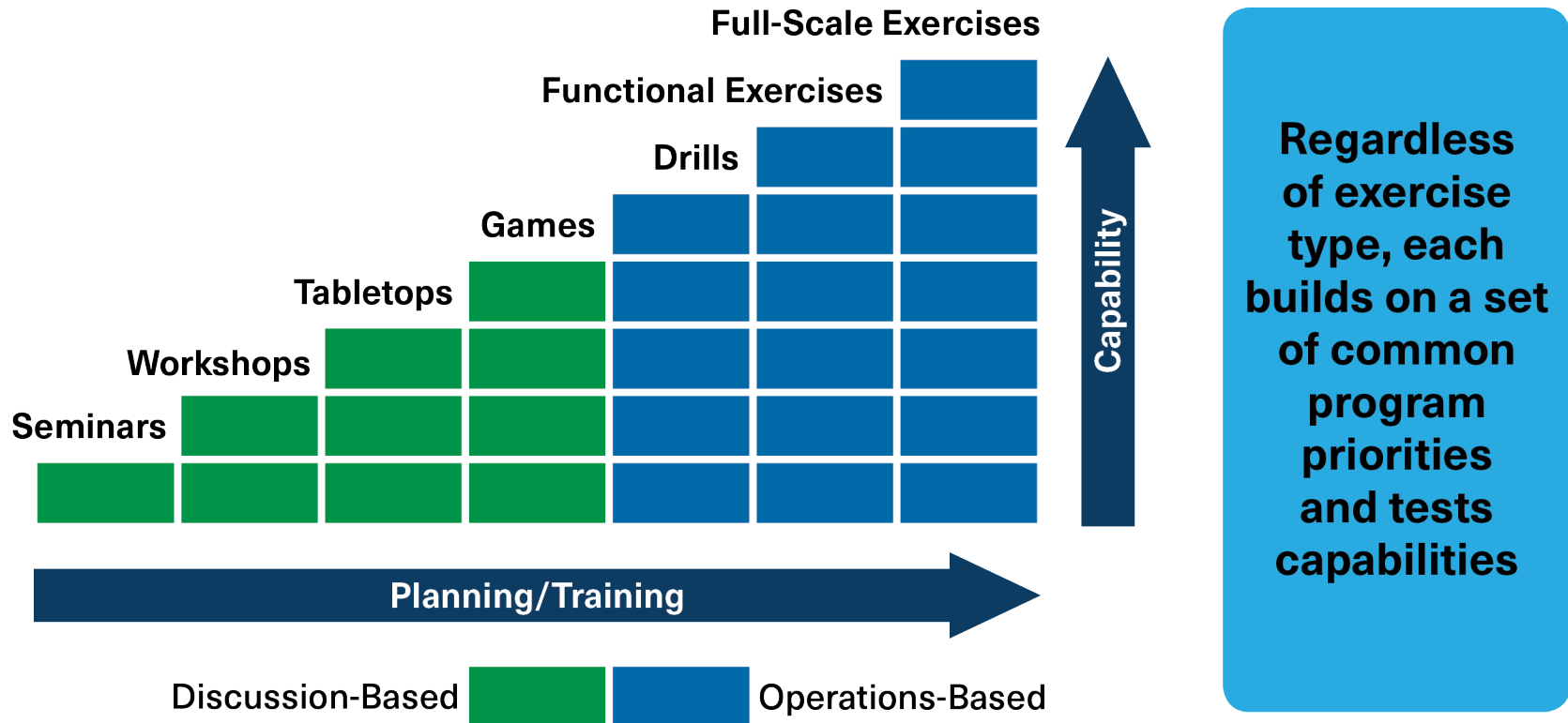
Online
courses



Include part-time
employees and
volunteers



Progressive Approach



Homeland Security Exercise and Evaluation Program (HSEEP) FEMA March 2006



The Way Ahead



Preparedness Cycle

**The Preparedness
Cycle is ongoing**



Active Shooter Preparedness Webinar



For more information, visit: cisa.gov/active-shooter-preparedness

Contact the Active Shooter Program Manager: Asworkshop@cisa.dhs.gov

