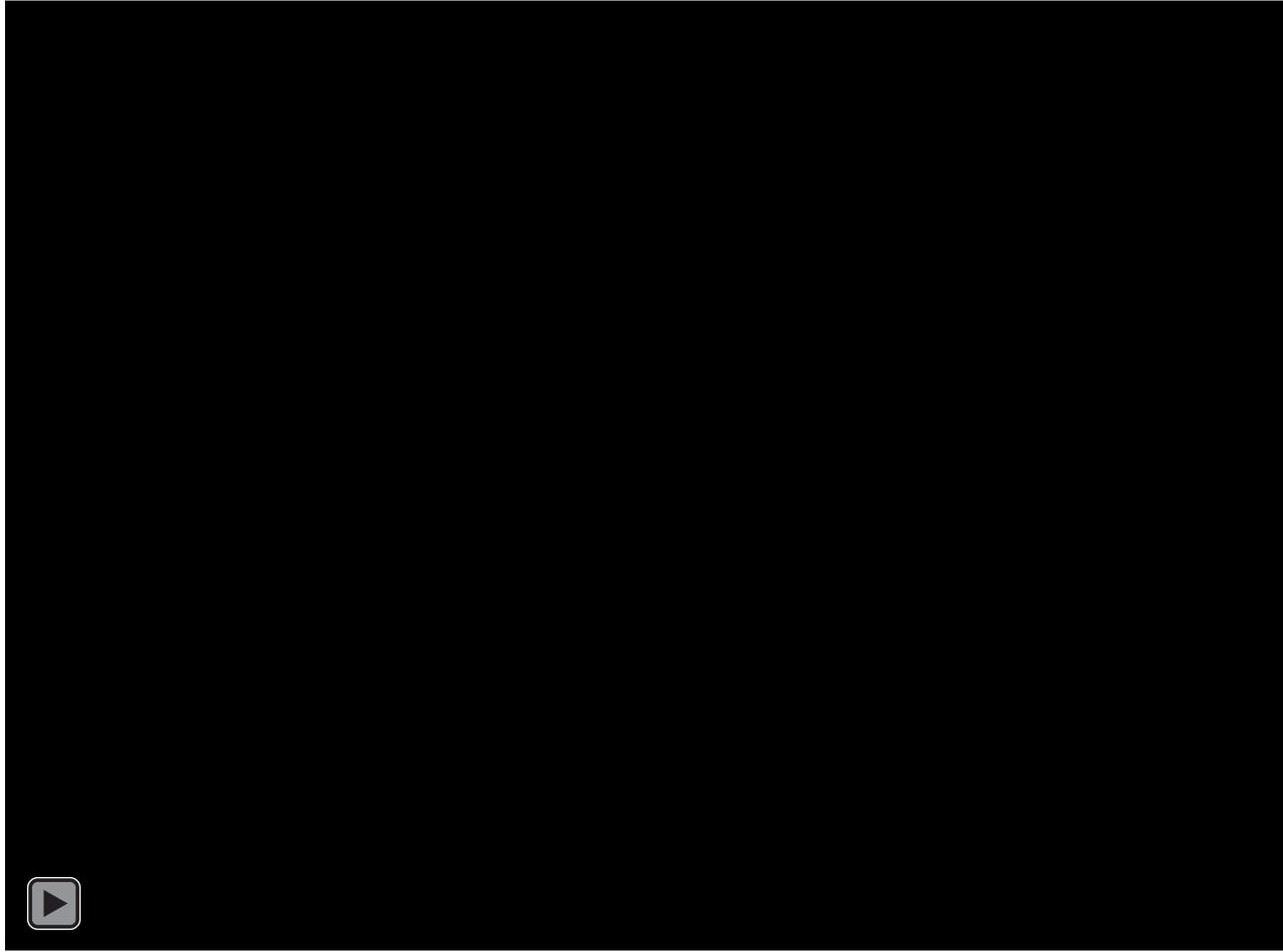
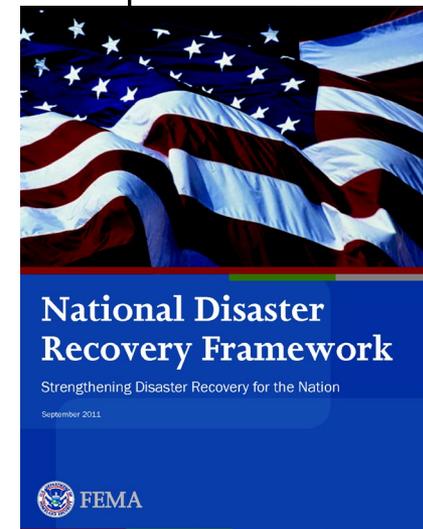
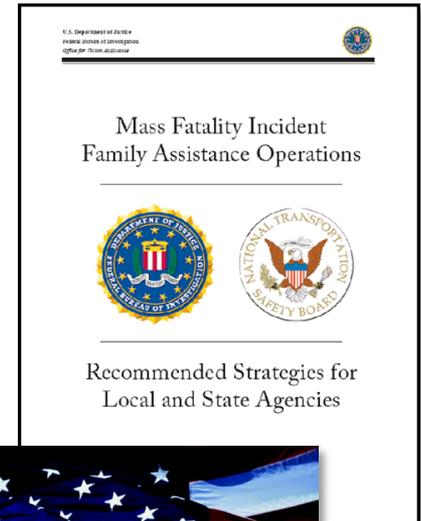


# Video: Recovery

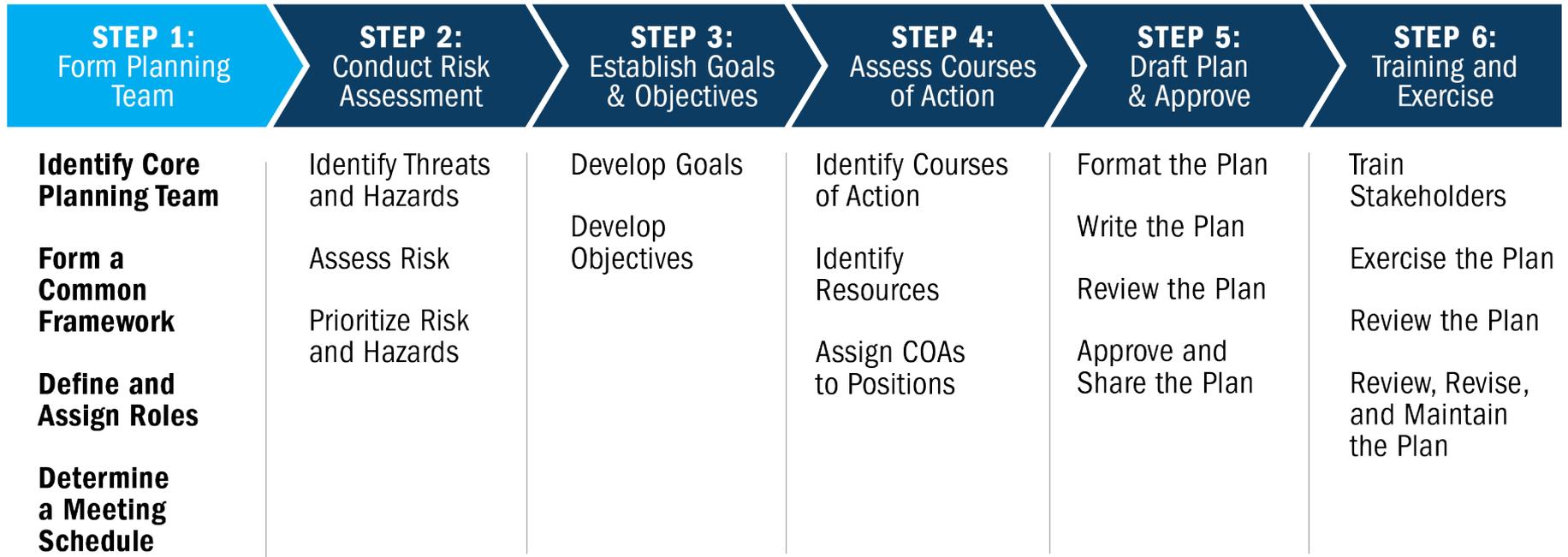


# Recovery References

- 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

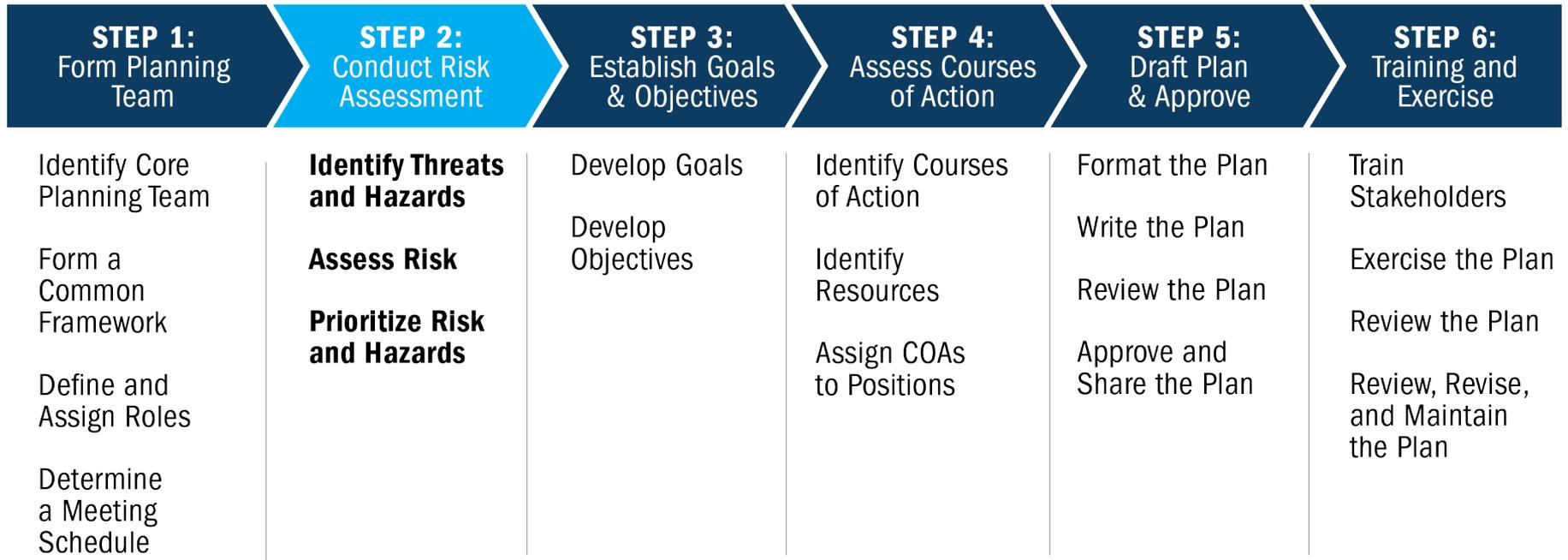
## Include internal and external partners:

- 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



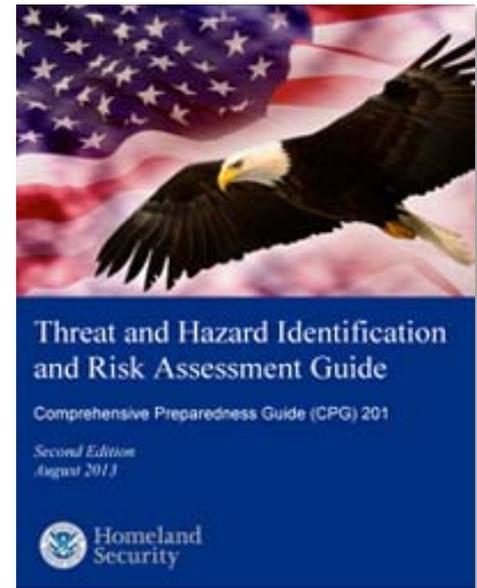
# Risk Analysis as a Planning Tool

**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

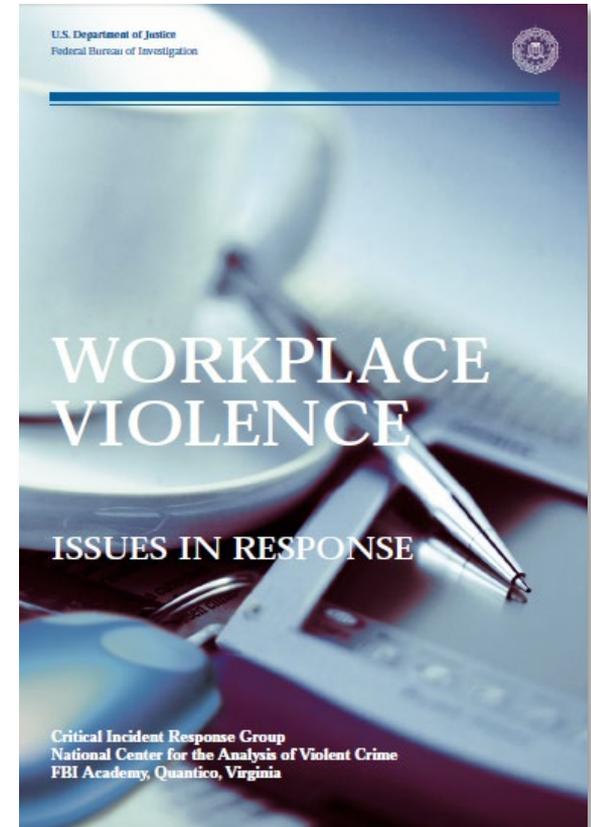
Violence directed at employees by customers, clients, patients, students, inmates, or any others for whom an organization provides services.

## TYPE 3

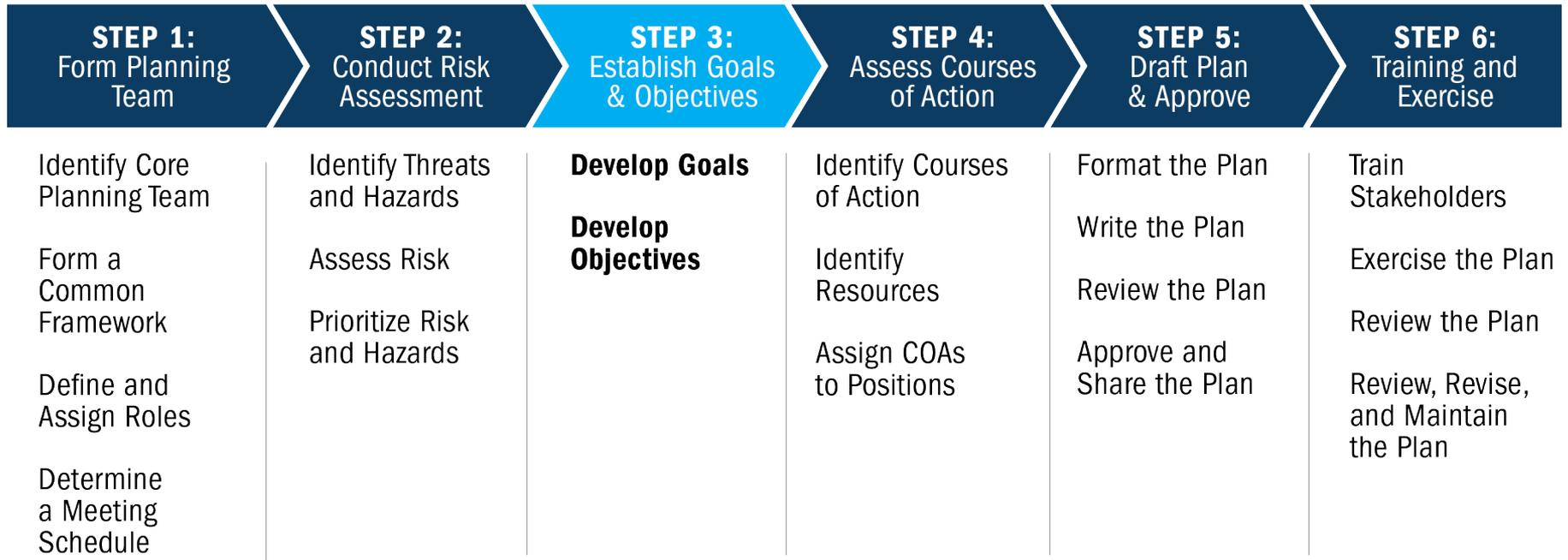
Violence against coworkers, supervisors, or managers by a present or former employee.

## 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

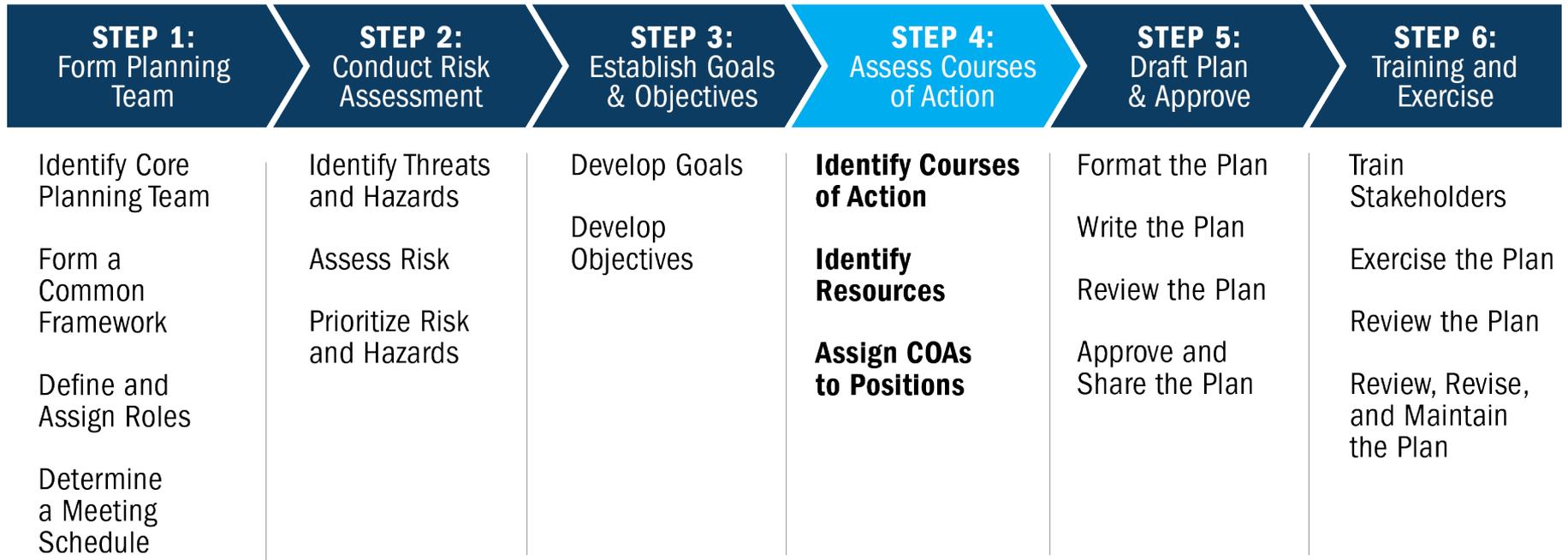
**Goal:** Broad statement directing personnel and resources on what they should achieve

**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

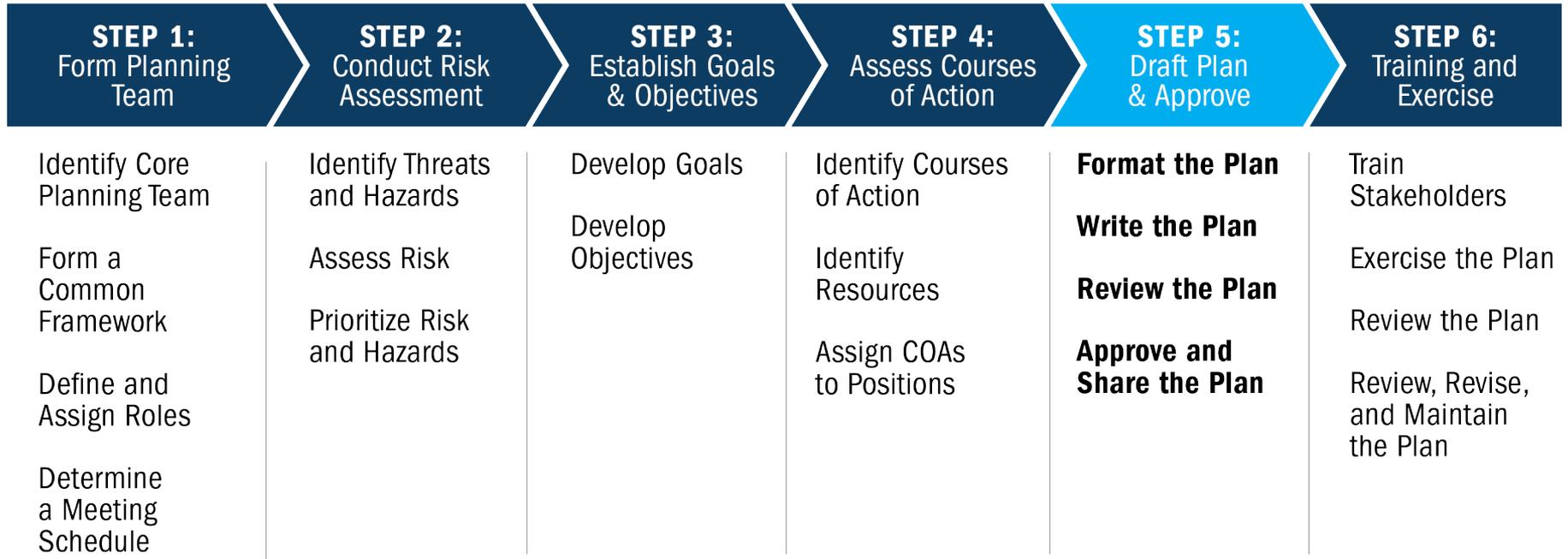


# Essential Courses of Action

- 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



## Developing and Maintaining Emergency Operations Plans

Comprehensive Preparedness Guide (CPG) 101

Version 2.0

November 2010

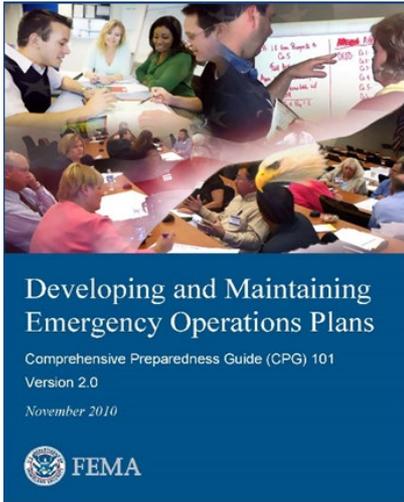


FEMA



# 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.

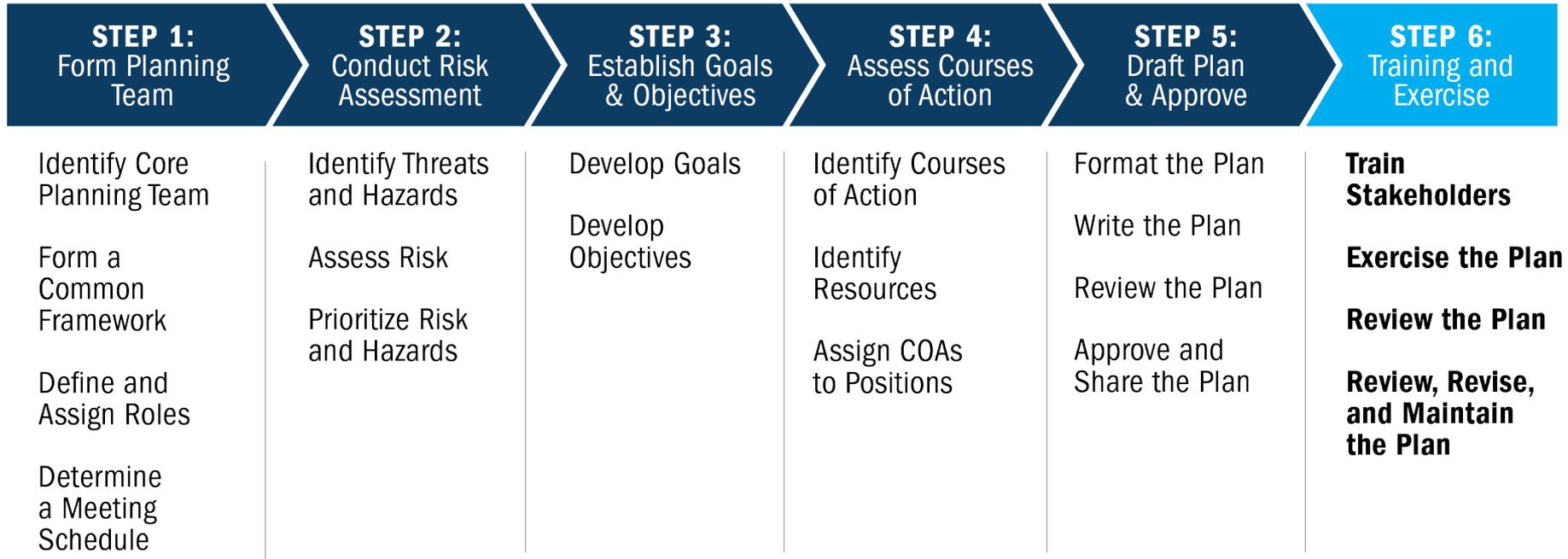
[cisa.gov/publication/active-shooter-emergency-action-plan-guide](https://cisa.gov/publication/active-shooter-emergency-action-plan-guide)

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](https://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](https://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



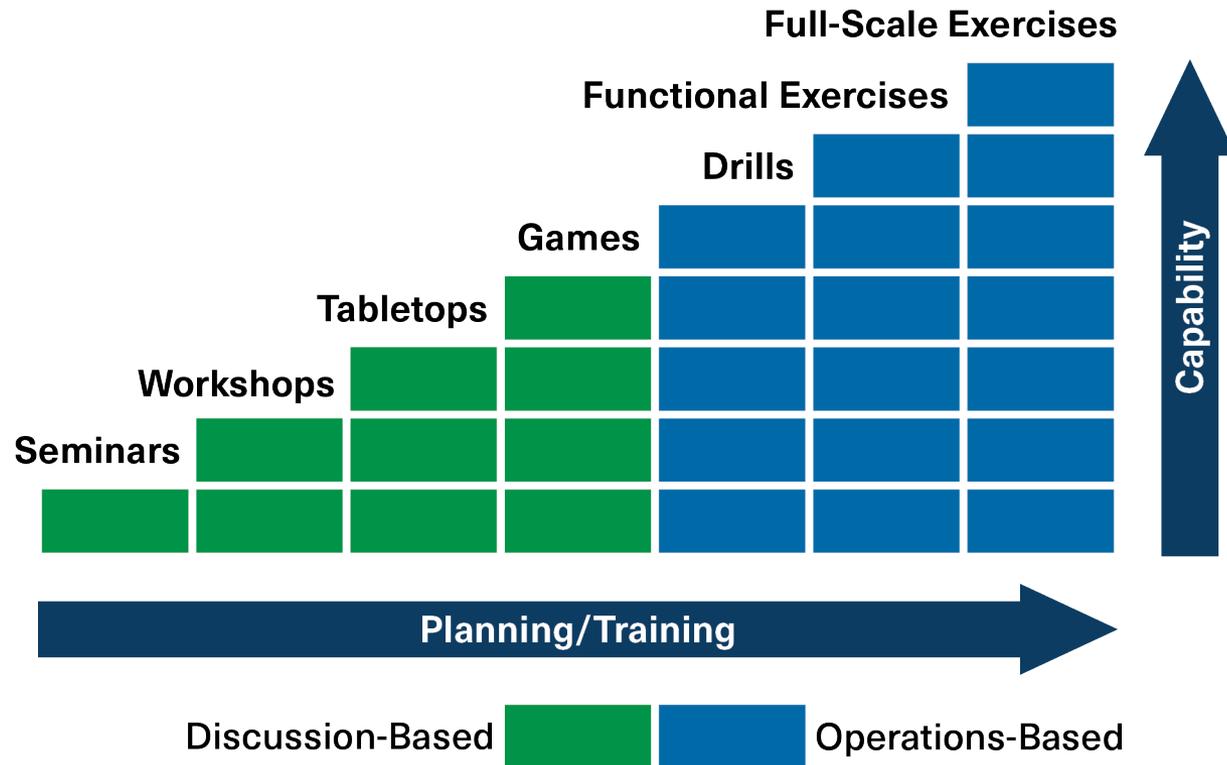
Online  
courses



Include part-time  
employees and  
volunteers



# Progressive Approach



Regardless of exercise type, each builds on a set of common program priorities and tests capabilities

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

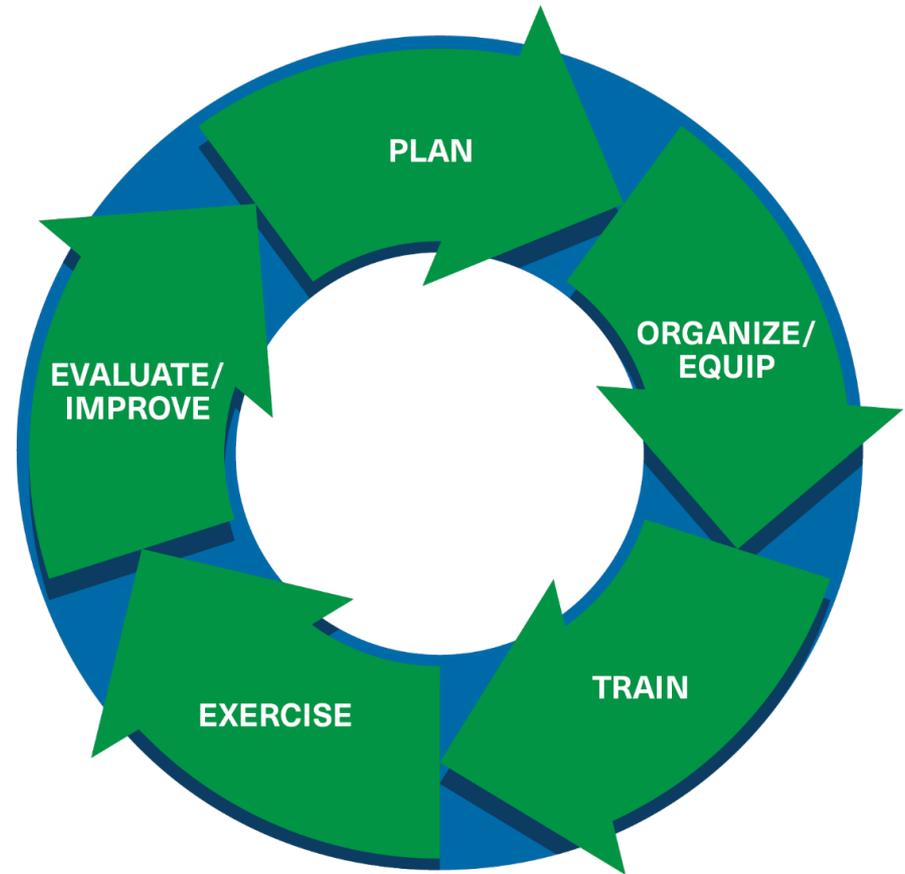


# The Way Ahead



# Preparedness Cycle

**The Preparedness Cycle is ongoing**



# Active Shooter Preparedness Webinar



For more information, visit: [cisa.gov/active-shooter-preparedness](https://cisa.gov/active-shooter-preparedness)

Contact the Active Shooter Program Manager: [Asworkshop@cisa.dhs.gov](mailto:Asworkshop@cisa.dhs.gov)

