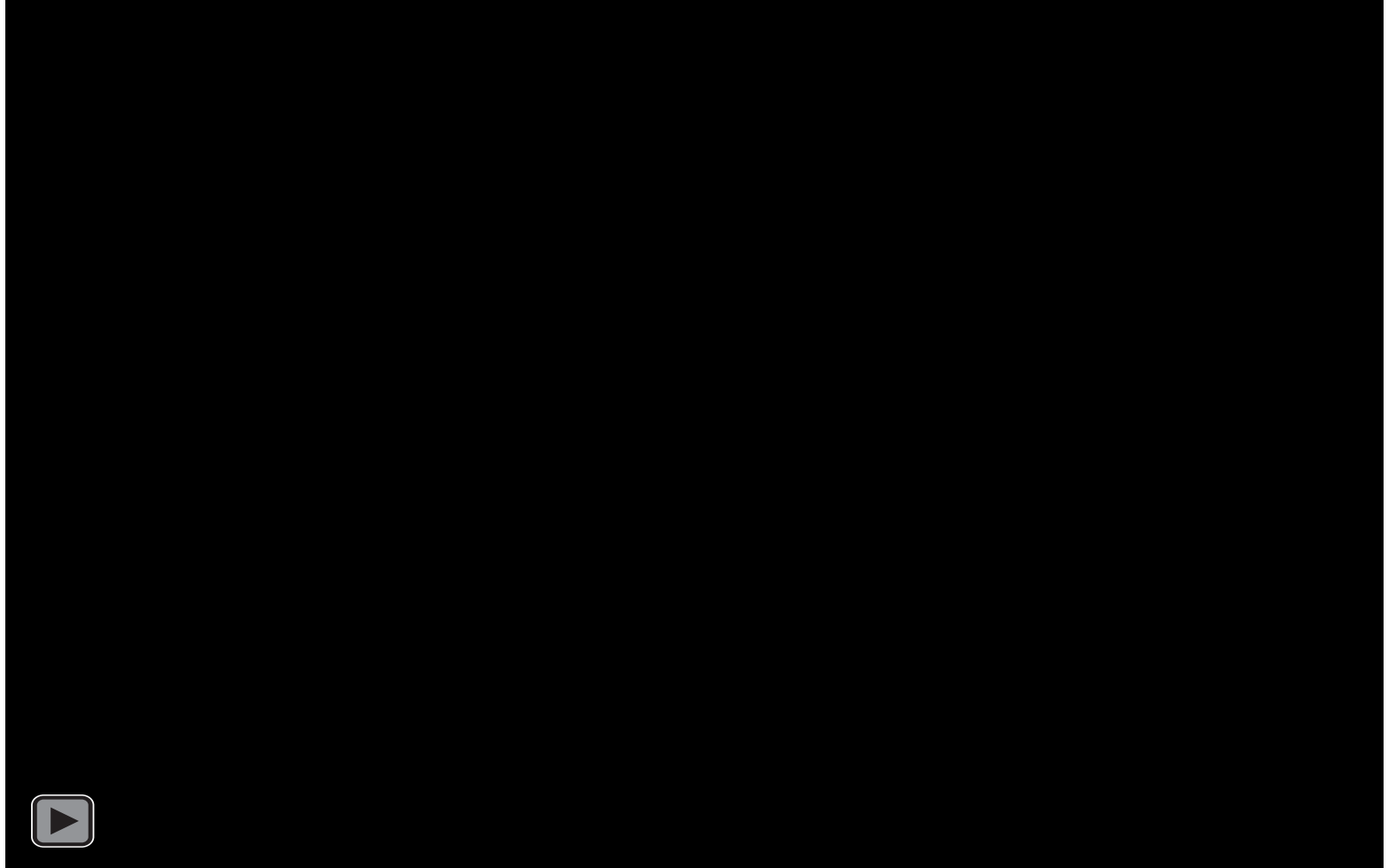
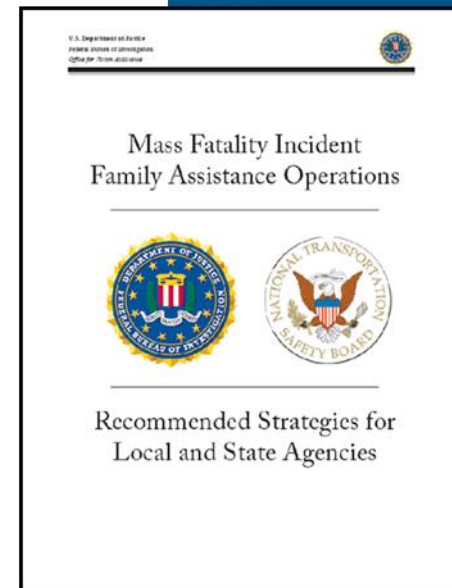
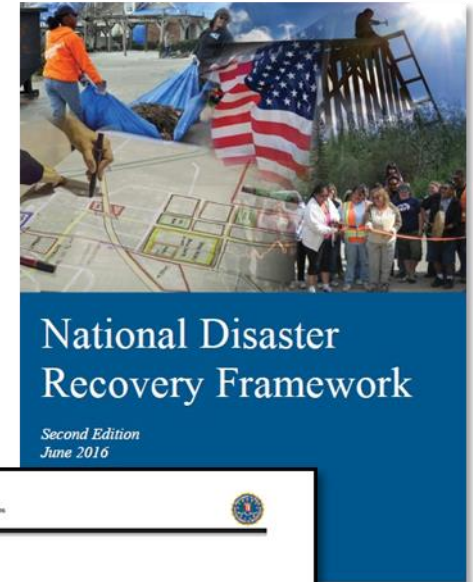


Video: Recovery

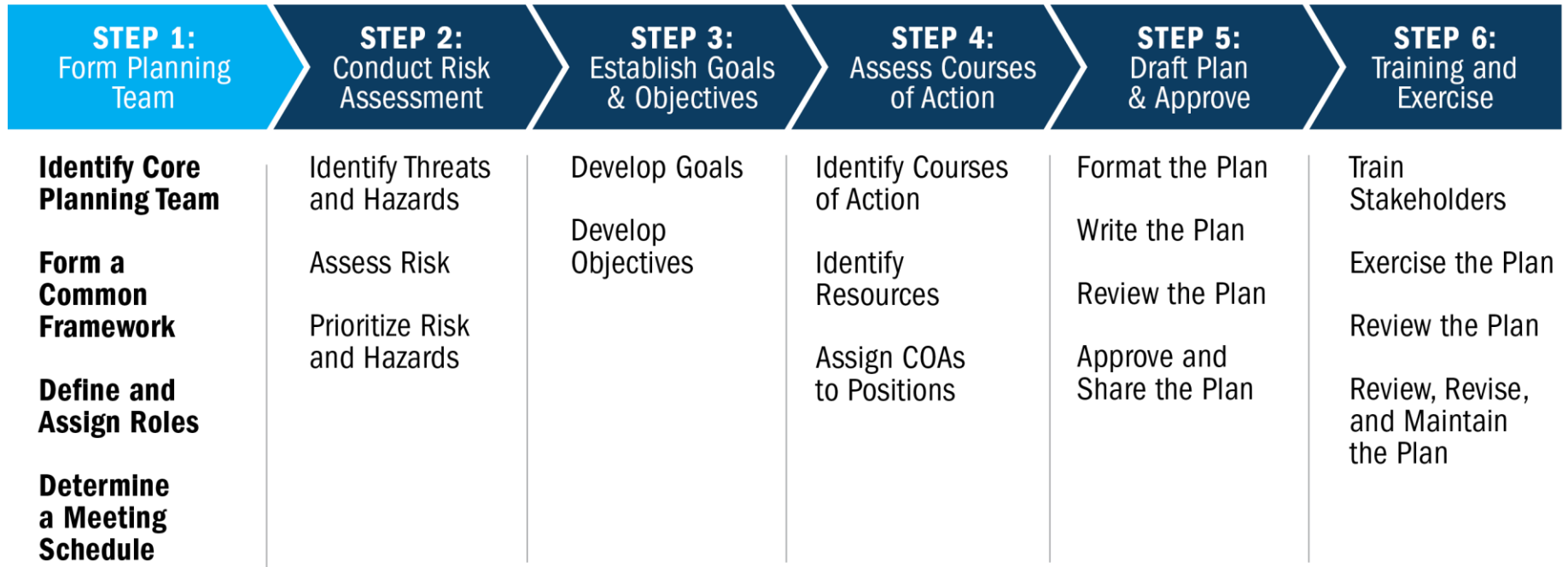


Recovery References

- 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



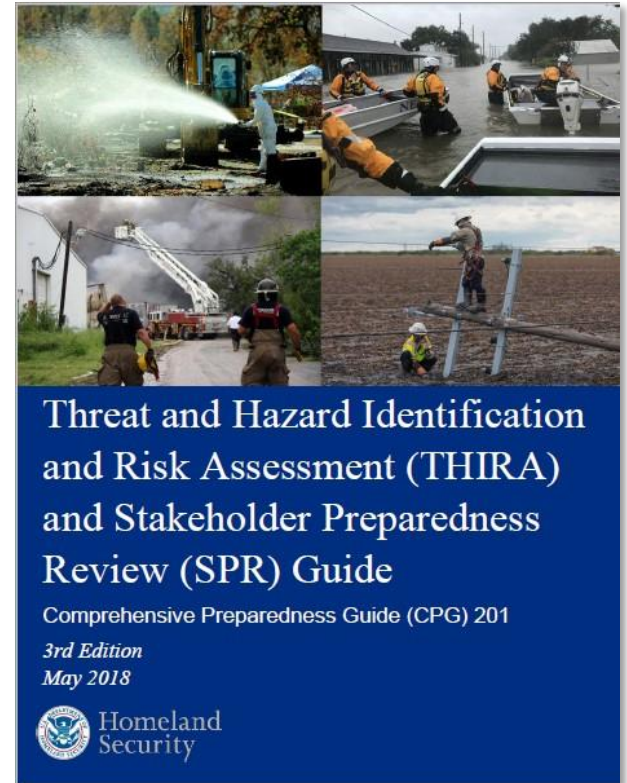
Risk Analysis as a Planning Tool

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

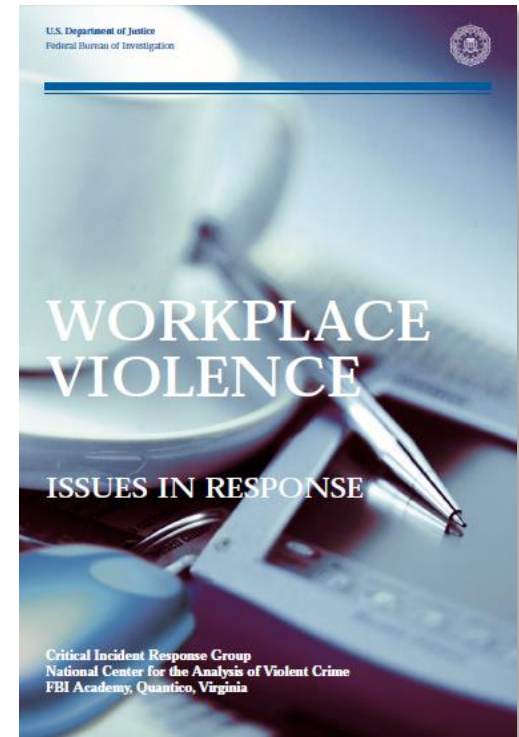
Violence directed at employees by customers, clients, patients, students, inmates, or any others for whom an organization provides services.

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

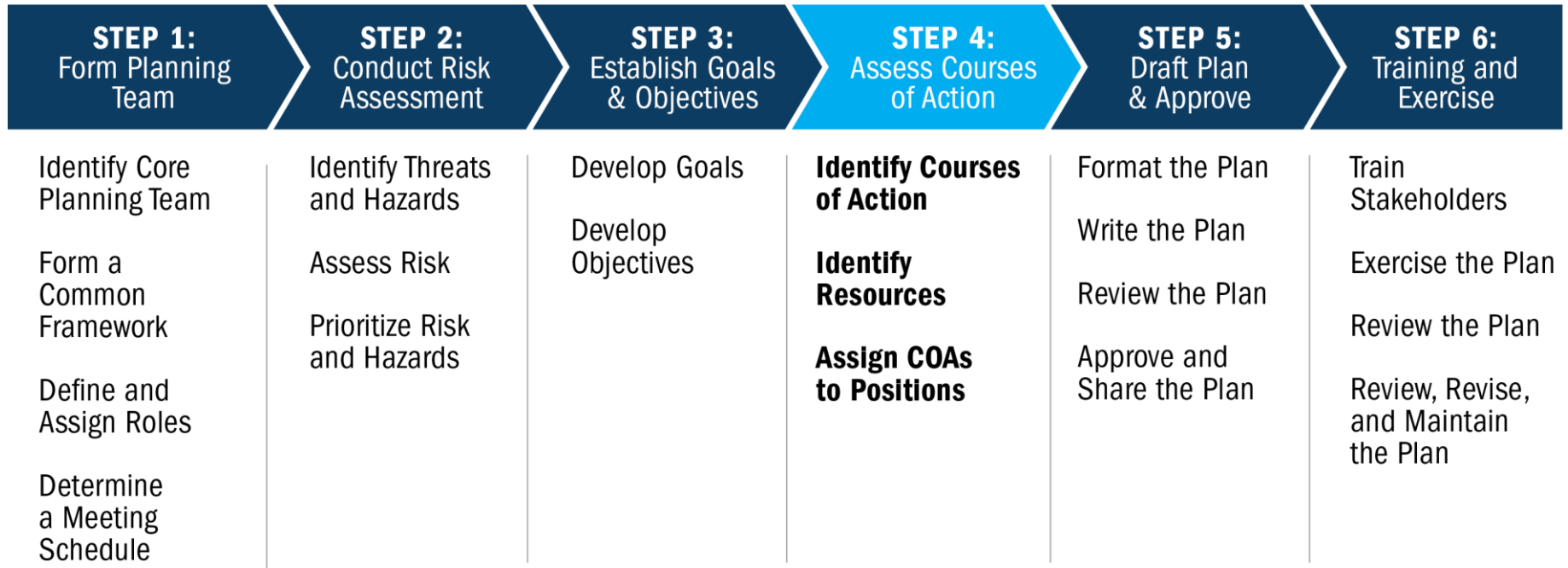
Goal: Broad statement directing personnel and resources on what they should achieve

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 adjusting 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



Security Resources and Training

DHS-CISA primary resources on cisa.gov/active-shooter-preparedness:

- *Active Shooter - How to Respond* booklet, pocket card, poster
- *Active Shooter Preparedness: Access & Functional Needs: What You Should Know* video
- *Active Shooter Recovery Guide* and *Recovering from an Active Shooter Incident* fact sheet
- Translated active shooter materials
- Insider Threat Mitigation Guide
- Employee Vigilance Through the Power of Hello

Independent study courses on FEMA Emergency Management Institute (training.fema.gov):

- 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



Training Delivery

Use a variety of training avenues:



New employee
orientation



“All Hands”
meetings



Conferences and
workshops



Newsletters and
internal broadcasts



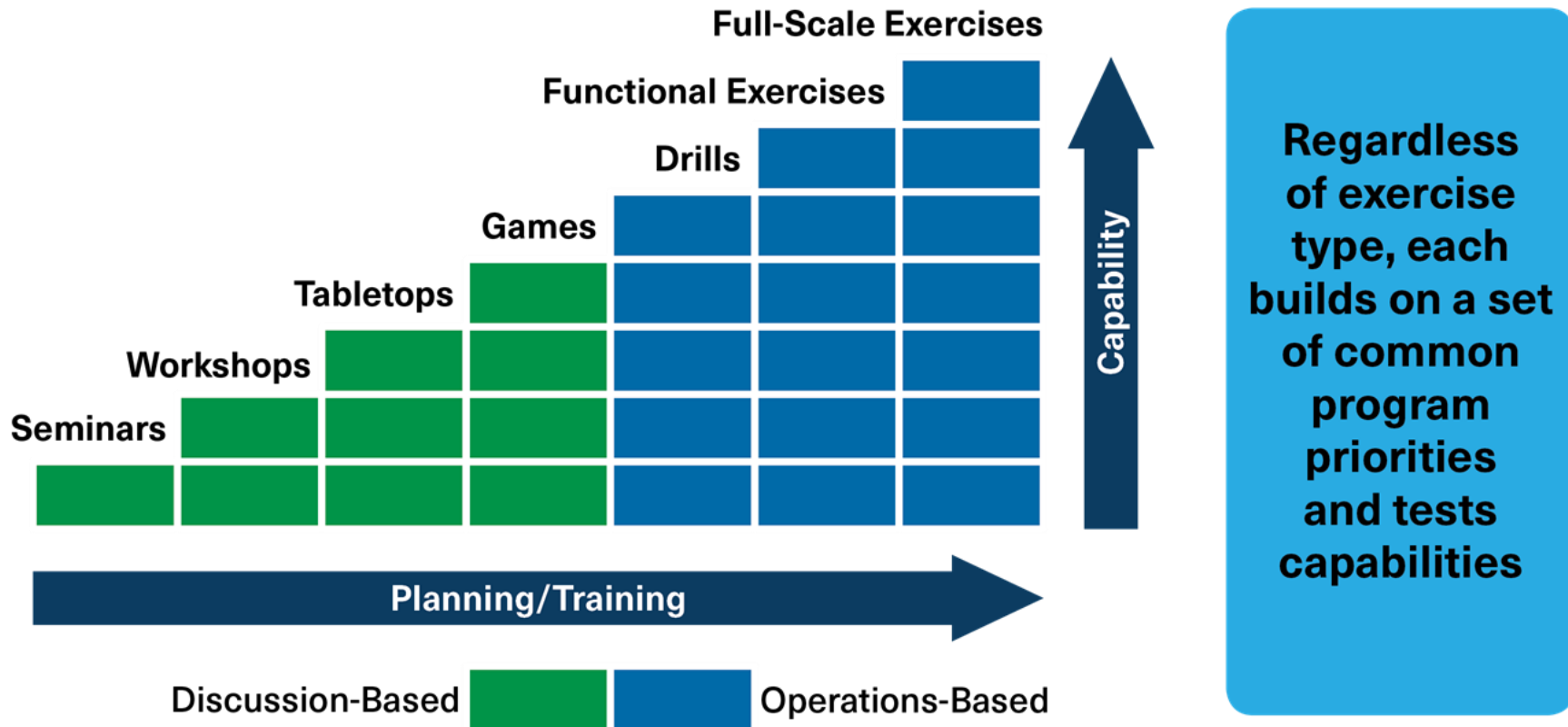
Online
courses



Include part-time
employees and
volunteers



Progressive Approach



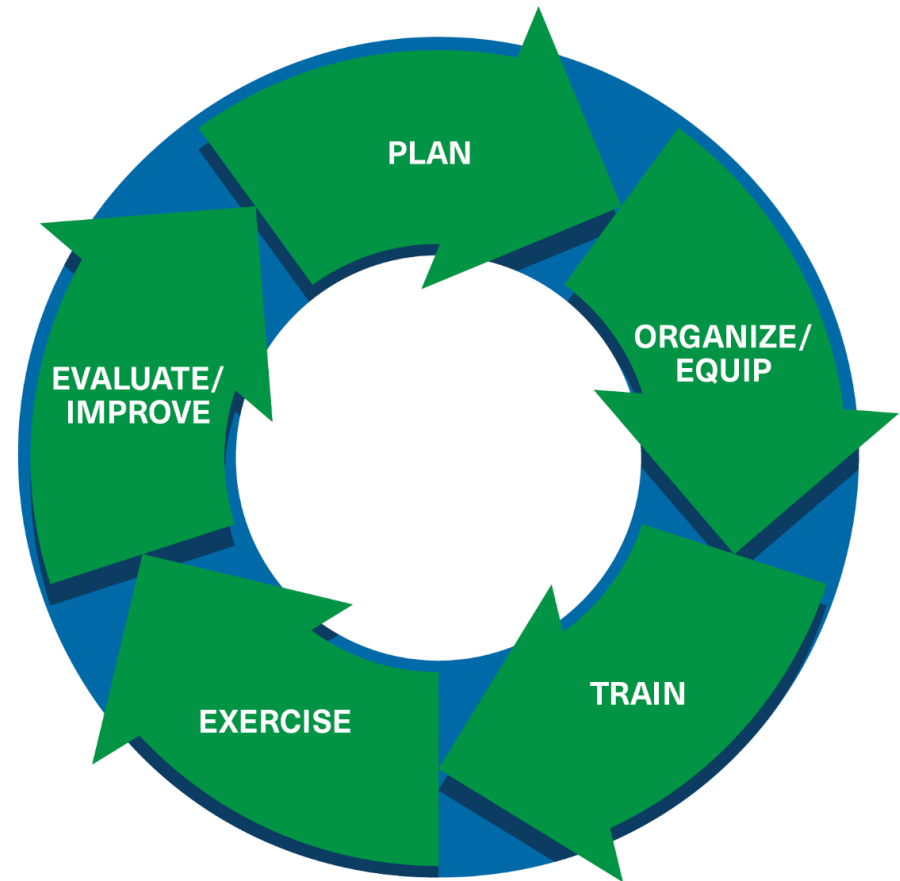
Homeland Security Exercise and Evaluation Program (HSEEP) JANUARY 2020

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: Asworkshop@cisa.dhs.gov

