



# ACTIVE SHOOTER GUIDELINES FOR PLACES OF MASS GATHERING

## Firearm attack - initial action advice for management

**Response priorities:** During an active shooter incident the *primary response objectives* and the potential actions for achieving them may include:

### 1. Saving and protecting life

- a. Appoint an incident manager to coordinate activities until police arrive.
- b. Use the built environment to restrict or deny access.
- c. Commence CCTV surveillance and track the offender(s).
- d. Communicate appropriate cover and concealment options to those present.
- e. Identify and establish a safe medical triage/first aid location.
- f. Restrict further vehicle access to the site (bollards, gates, road closures, etc).
- g. Restrict physical access to the site or general vicinity.

### 2. Facilitating the evacuation of those at risk

- a. Notify key staff of the incident through prearranged messages/codes and methods.
- b. Appoint an evacuation manager and ensure they have situational awareness.
- c. Provide guidance on safe routes for those that are self-evacuating.
- d. Assess the suitability and potential safety of normal evacuation routes.
- e. Evaluate the safety of standing evacuation muster points and change if necessary.

- f. Identify potential safe places or strong holds for those unable to evacuate.

### 3. Containing the incident or threat

- a. Consider using electronic or mechanical isolation systems to constrain the movement of the offender or restrict access to potential victims.
- b. Identify and establish a perimeter.
- c. Use the existing built environment to best advantage for safety and containment action.
- d. Consider restricting escape options for the offender if these may endanger others.

### 4. Supporting emergency response and investigation activities

- a. Identify and communicate safe access routes/form up points for emergency services.
- b. Consider using CCTV and other remote methods where possible.
- c. Commence incident and decision-making logs.
- d. Nominate a suitable emergency services liaison officer to meet/brief the police.
- e. Ensure access to site plans and CCTV footage (where possible).
- f. Clearly identify when incident management has transitioned to the police.
- g. Provide ongoing support to the emergency response action as requested.

*It is important to regularly practise these and any additional initial response activities so that key managers and staff clearly understand the priority actions and are able to perform these actions in a high-stress and dynamic environment.*



In the case of an emergency, dial '000'.  
For all other enquiries, please contact your  
local police jurisdiction:

### **ACT Policing**

Emergency Management and Planning  
(02) 6256 7777  
**ACT-EM&P@afp.gov.au**

### **New South Wales Police**

Counter Terrorist Business Contact Unit  
(02) 9919 9278  
**bcu@police.nsw.gov.au**

### **Northern Territory Police**

131 444 (in NT)  
**Ctsecurity@nt.gov.au**

### **Queensland Police**

Intelligence, CT & Major Events Command  
(07) 3406 3670  
**Counter.Terrorism@police.qld.gov.au**

### **South Australia Police**

Critical Infrastructure Support Group  
(08) 7322 3622  
**sapol.sacis@police.sa.gov.au**

### **Tasmania Police**

Special Response and Counter-Terrorism Unit  
(03) 623 02500  
**SRCTU@police.tas.gov.au**

### **Victoria Police**

Counter -Terrorism Coordination Unit  
(03) 9247 6666  
**CTCU-INFO-OIC@police.vic.gov.au**

### **Western Australia Police**

Counter-Terrorism & Emergency Response  
(08) 9370 7287  
**ct&er@police.wa.gov.au**



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## Firearm Attack - Initial action advice for individuals

Attacks involving firearms may be infrequent but it is important to be prepared to respond to such an incident. The advice below will help with planning a response.

### ESCAPE

**Under immediate gunfire** – Take cover initially, but attempt to leave the area as soon as possible if safe to do so. Try to confirm that your **escape route is safe**.

**Nearby gunfire** - Leave the area immediately, moving away from the gunfire if this can be achieved safely.

- Leave your belongings behind.
- Do not congregate at evacuation points.
- Try to maintain cover (see below).

#### **Cover from gunfire**

- substantial brickwork or concrete walls
- engine blocks of motor vehicles
- base of large live trees
- earth banks/hills/mounds

#### **Cover from view**

- internal partition
- car doors
- wooden fences
- curtains

### SEE

The more information you can pass on to police the better, but NEVER risk your own safety or that of others to gain it.

If it is safe to do so, think about obtaining the following information:

- details of any firearms being used or possessed
- exact location of the incident
- whether the perpetrator is stationary or moving in any particular direction
- number of casualties
- number of other people in the area
- number and description of offenders
- their motives or intent (if known or apparent)
- what else they are carrying.

### TELL

- Ring police immediately on 000 and give them the information shown under '**See**'.
- Stay on the line and provide any other information or updates the operator requests (if safe to do so).
- Use all the channels of communication available to you to inform staff, visitors, neighbouring premises, etc of the danger.

*continued overleaf*



## IF YOU CAN'T ESCAPE...

### ACT

- Secure your immediate environment and other vulnerable areas.
- Keep people out of public areas, such as corridors and foyers.
- Consider locking/barricading yourself and others in a room or secure area.
- Try to choose a room where escape to a more secure area may be possible.
- Move away from the door, remain quiet and stay there until told otherwise by *appropriate authorities*, or you need to move for safety reasons.
- Silence mobile phones and other devices that may identify your presence.
- Consider (only as a last resort) options for arming yourself with improvised weapons to defend yourself if you are located.

### Police response

**In an attack involving firearms a police officer's priority is to protect lives.** In an active shooter scenario, this usually means locating the offender as quickly as possible, even if it means initially moving past people who need help.

### Please remember:

- At first police officers may not be able to distinguish you from the gunman.
- Police officers may be armed and could point guns in your direction.
- They may initially move past you in search of the gunman.
- Avoid quick movements or shouting and keep your hands in view.

- Promptly follow any instructions given.

Be aware that police may enter your location at some stage to secure the building and locate people that have hidden from the threat.

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