

 <p><b>YALE UNIVERSITY POLICE DEPARTMENT</b>  <b>STANDARD OPERATING PROCEDURE</b>  <i>Serving with Integrity, Trust, Commitment and Courage</i>  <i>Since 1894</i></p>	ORDER TYPE: NEED TO REFER	
	<b>644 ACTIVE SHOOTER RESPONSE</b>	
	EFFECTIVE DATE: <b>10 OCT 2006</b>	REVIEW DATE: <b>ANNUAL</b>

**PURPOSE**

In light of recent events where active shooters have invaded and terrorized schools, workplaces, and public events, the need for immediate response is clear. Agencies can no longer afford to await the arrival of specialized units to deal with such threats. This policy will provide guidance to the first responding officers where there is an “active shooter” incident in progress. It is not meant to remove the necessity of specialized units such as the Special Weapons and Tactics Team (SWAT), Negotiation Team, or Hazardous Devices Unit, but to provide a “stop gap” measure until additional resources can be mobilized. It is important to remember that an active shooter incident is a fluid situation that can change in an instant and become a hostage situation or a barricaded suspect/sniper, which could necessitate specialized units to take control.

**POLICY**

It is the policy of this Department that incidents where there is an “active shooter” in the process of attacking a facility and its occupants, the first arriving officers shall form a cohesive team under the direction of a senior officer or supervisor. This team shall immediately move to the crisis point and if possible, intervene and stop the actions of the offender. If the team cannot stop the actions because their actions would increase the risk of harm to the victims or bystanders, then the team will attempt to contain the offender at the “crisis point” and await the arrival of specialized units.

It is recognized that time is imperative in these incidents, and intervening action must be undertaken as soon as possible, even if full resources are not on scene.

**DEFINITIONS**

Active Shooter	One or more offenders who participate in a random or systematic shooting spree, demonstrating the intent to continuously harm others. The overriding objective of an active shooter appears to be that of mass murder, rather than other criminal conduct such as robbery, hostage taking, etc. It also includes anyone who uses any other deadly weapon to systematically or randomly inflict death or serious bodily injury on others over a continuous or extended period of time.
Mass Shooting	An incident in which one or more offenders inflict death or grievous bodily harm on multiple victims, in multiple consecutive acts, by means of firearms, other deadly weapons, or explosive devices. These incidents generally occur at a targeted physical location against multiple random victims.
Hostage Situation	An incident in which one or more offenders take and unlawfully hold other persons against their will with the use or threatened use of force. The offender may subsequently make demands to secure freedom or other items using the hostage(s) as a bargaining tool. Generally, the location of the hostage(s) and offender(s) will be known (unlike a kidnap incident).
Barricaded Suspect/Sniper	An incident in which one or more offenders take refuge at a location and either use or threaten use of force to repel attempts to apprehend them. The offender may subsequently make demands to secure freedom or other items. Generally, this situation differs from a hostage situation only in that a hostage has not been taken

Crisis Point	That place within the building or facility where the offender is currently located and is committing acts of violence and assault against others.
Intervention Team	Team of first-responding officers whose purpose is to move to the crisis point as safely and expeditiously as possible and, using their tactics, training, and best judgment, intervene and if possible, stop the actions of the offender, where delayed deployment could otherwise result in serious bodily injury or death to innocent persons. Ideally, this will be the first four officers available.

**PRIORITIES**

- **Capture or neutralize the offender(s) ASAP.**
- **Safeguard the lives of those bystanders in close proximity to the offender.**
- **Protection of citizens in the area.**
- **Safety of Police Officers.**
- **Return to normalcy.**

**PROCEDURES**

**First Responding Officers**

Having been dispatched to an active shooter incident and arriving at the scene, the first units should make every effort to determine if the nature of the call is accurate and in progress. The need to address the emergency is absolutely of the first priority. Therefore, once determining that the call is accurate and in progress, the first responding officers will:

1. Advise Communications of the nature of the situation and request additional officers and supervisors. The scene is under the control of the first responding officer until the arrival of a supervisor.
2. When enough officers have responded, an intervention team of four officers under the direction of a senior officer or supervisor will be formed and prepare to make immediate entry into the facility.
3. The four officer intervention team should make entry into the facility and begin moving as quickly as is tactically sound and reasonable to the crisis point, using tactics and formation as trained.
4. The intervention team can expect to encounter chaos upon entering the facility: noise from alarms, people screaming, frightened victims in hiding or unresponsive to direction, dead and/or injured persons, activated fire systems and/or sprinklers, and the presence of potential explosive devices. These factors will challenge the discipline of the team.
5. The designated team leader should keep providing an update to supervisors outside the facility describing their location, floor, direction of movement, location of victims, and location of suspicious items or hazards.
6. It is of the utmost importance that the team keeps moving to establish contact with the offender. It will be necessary and is mandatory to BYPASS and LEAVE BEHIND victims, wounded and injured persons, and

persons fleeing. They may be reassured that more help is on the way. If they are capable of moving on their own, they should be directed to exit the facility where other officers will meet them.

7. Should the intervention team encounter possible explosive devices, they should move past the device and not disturb it. The team should visually inspect the device while moving past it looking for potential detonation (i.e., timing device, trip wire, lit fuse, etc.) The team leader should then notify the on-scene commander of the location of the device, but move well past it BEFORE radio activation. DO NOT TOUCH OR MOVE THE DEVICE.
8. When the intervention team reaches the crisis point, they shall use their training, experience, and best judgment to take whatever actions are necessary to stop the actions of the offender. If during the intervention team's actions, the offender
9. When the intervention team reaches the crisis point, they shall use their training, experience, and best judgment to take whatever actions are necessary to stop the actions of the offender. If during the intervention team's actions, the offender barricades and/or takes hostages, the team will act to contain the offender and hold their position, awaiting arrival of SWAT. The team should not undertake any further action or attempt to assault the offender's position of barricade. Only in the event of the offender beginning to assault the hostages using deadly force will the intervention team take further action. They may then use their training, tactics, and best judgment to stop the actions of the offender.

#### **First Responding Supervisor**

The first supervisor on the scene should request and deploy additional personnel to form a perimeter around the facility. There will be both injured and non-injured persons fleeing the building. An assembly point should be designated, and anyone leaving the building should be directed to that assembly point for control, medical triage, and interview. Perimeter personnel should also use sound tactics and use cover as the possibility also exists that the active shooter may also attempt to flee the building or expand the assault outside of the facility.

Fleeing persons should always be secured, searched, and maintained under secured conditions until cleared as being not involved. They should give consideration to the deployment of additional intervention teams as may be needed based on the size of the facility and the dynamics of the situation (i.e., is there more than one crisis point/active shooter). Under most circumstances, the deployment of more than one intervention team per floor should be avoided to minimize cross fire or friendly fire incidents.

The first supervisor on scene should designate a "recorder" whose function is to make a record of actions taken. At this point, on-scene commanders should have established a command post, facility occupant recovery/assembly area, medical triage area, and assembly/intake area for arriving emergency personnel. Additionally, an area should be established for the press and a separate area for the families of facility occupants.

On-scene commanders should begin sending medical rescue teams into the facility accompanied by two officer teams, following only the path of the intervention team and attempting to locate and rescue the injured. A general search of the facility for victims or facility occupants who may be in hiding should not commence until commanders are reasonably certain that the offender is contained, captured, or neutralized.

Rescue teams following the intervention team will have the following goals:

- Enter the site to locate victims;
- Direct un-injured, mobile victim/occupants to exits where they will be met/directed by perimeter officers;
- Escort medical personnel and provide security and physical assistance as necessary;
- Engage any active shooter/offender encountered.

### **SWAT RESPONSE**

Upon arrival of SWAT, on-scene commanders will detail the unit to relieve the intervention team at the crisis point, at which time the SWAT mission, along with crisis negotiators, will handle the incident according to their training and protocols. Once SWAT has secured the crisis point, the on-scene commanders may begin a general search of the rest of the facility to rescue victims and evacuate occupants to assembly and triage areas. Should the intervention team neutralize the active shooter, the mission of SWAT shall revert to a tactical search of the facility for additional active shooters/offenders and other potential hazards such as explosive devices.

### **RESPONSIBILITIES**

#### **First Responding Officers**

- Initial assessment of the situation.
- Initial command of the scene.
- Forming of an intervention team.
- Direction of additional arriving officers.
- Starting intervention action.

#### **First Responding Supervisor**

- Assume command of the scene.
- Direct placement of perimeter personnel.
- Consider the detailing of additional intervention teams based on the size and nature of the facility.
- Form a rescue team and start rescue.
- Establish a location for the command post, occupant assembly area, medical triage area, emergency personnel assembly area, press area, and family area in a safe location out of the danger zone.
- Designate a recorder to chronologically document events as they occur and maintain a log of responding resources and their assignments.
- Maintain notification to chain of command.

#### **Investigative Services Unit Personnel**

- Investigators will stage at the medical triage and occupant assembly areas to interview victims, witnesses, and occupants to develop any intelligence information. They will also carefully document the identities of those persons in those areas and, if possible, the identities and locations of those individuals remaining at the facility.
- **Plainclothes investigators will not join the intervention team, rescue team, or otherwise enter the facility until the incident is completed, to avoid any possibility of friendly fire incidents.**
- Investigative supervisors will be stationed at the command post to provide intelligence information to incident commanders.
- Once the incident is resolved and the offender taken into custody or neutralized and tactical operations are completed, the location becomes a crime scene and the Investigative Services Unit assumes control.

### **SWAT, Hazardous Devices Unit and Crisis Negotiators**

These units will accept missions as decided by the incident commander and perform said missions according to their unit procedures.

#### **Incident Commander**

- The Incident Commander will in most circumstances be the Shift Commander.
- Maintain consultation with the Chief of Police.
- Assume command of the scene at the command post.
- Verify that perimeter and assembly areas have been established and staffed.
- Establish contact with commanders of other responding emergency services, such as fire, EMS and others, working through an Incident Command structure.
- Summon additional personnel and resources as needed, keeping a log documenting the time of the request, time of arrival, and the assigned post.
- Keep the command post free of unnecessary personnel.
- Provide timely updates and information to the Chief of Police for dissemination to the press and at the family area.
- In consultation with the Chief of Police, direct the police operation to completion.
- Delegate responsibility for full and complete documentation of the incident from all police units and personnel involved in the incident, with a supervisory officer designated as the compiler of all reports.
- Make Critical Incident Stress counseling available for all personnel involved in the incident, including victims and witnesses.
- Work with the Assistant Chief of Operations and the Chief of Police to hold an incident review and debriefing session with all involved personnel.

#### **Public Information Officer**

All information for the press and families will be disseminated through the Chief of Police office.

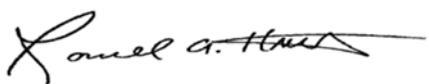
#### **Communications Center:**

- Obtain concise information regarding the location, number of offenders, weapons involved, injuries, and number of hostages.
- Notify the shift supervisor and dispatch all available units to the scene.
- Activate the emergency tone to establish radio silence for officers not involved in the incident.
- If a call is received from the offender, DO NOT engage in any negotiations. Attempt to obtain a method for contacting the offender (telephone number) that can be used by responding negotiators.
- Make the following notifications ASAP: Chief, NHPD.

#### **TRAINING**

The Department will utilize qualified instructors to train officers in active shooter incidents and other types of emergency response situations.

PER ORDER OF



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DIRECTOR OF PUBLIC SAFETY AND CHIEF OF POLICE