

UNI Police Division

Community Response Checklist Active Shooter Incident



LEAVE THE AREA IMMEDIATELY IF SAFE:

- Don't stay on campus if you think you can safely get away.

SECURE IMMEDIATE AREA:

- Lock and/or barricade doors.
- Turn off lights.
- Close blinds.
- Block windows.
- Turn off radios and dim computer screens.
- Keep calm, quiet and out of sight.
- To protect yourself from gunfire, take cover behind thick desks, along concrete walls, and against filing cabinets.
- Silence cell phones.
- If injuries, place signs in exterior windows.

LEAVING A SECURED AREA:

- Consider risks before leaving.
- Remember, the shooter generally will need to be stopped by an outside force.
- Rescue attempts should only be tried if they can be accomplished without endangering lives.
- When in doubt, shelter in place and wait for instructions from emergency personnel.

CALL FOR HELP:

- Call **911**.
- Use **273-2712** for non-emergency calls to UNI Police.
- Be aware that the 911 system may be overwhelmed due to the volume of calls.
- Program non-emergency police department line (273-2712) in to cell phones.

WHAT TO REPORT:

- Your specific location (building name and office/room number).
- Number of people at your location.
- Injuries (number injured, types of injuries).
- Information on assailant(s) (location, number of suspects, race/gender, clothing description, physical features, type of weapons, backpack, shooter's identity, number of shots fired, etc.)

WHAT TO EXPECT FROM POLICE:

- Police will attempt to immediately engage assailant(s).
- Evacuate victims.
- Facilitate follow up medical care, interviews, counseling.
- Investigation.

FOR MORE INFORMATION CALL (319) 273-2712