



New Jersey Fire Services Active Assailant Planning Toolkit

PRE-INCIDENT PLANNING CONSIDERATIONS

Refer to the considerations below to inform pre-incident planning for active assailant response.

Departmental Considerations	<ul style="list-style-type: none"> <input type="checkbox"/> Response Capabilities - Department. To what extent are personnel trained in active shooter training? What are your department's rescue task force capabilities? Is EMS training in active shooter? Do you have policies and procedures in place on IMS/Staging/Rehab/Decon/ and CIST? <input type="checkbox"/> Response Capabilities – Neighboring Departments. What are the rescue task force and EMS capabilities of neighboring jurisdictions? Do they have established procedures for response? Does your department train with them? <input type="checkbox"/> Established Inter-Agency Agreements. Review mutual aid agreements, MOUs with law enforcement and EMS, and documents with county Fire and EMS coordinators. Review in the context of an active assailant incident. <input type="checkbox"/> Communications. Review communications capabilities, particularly with local law enforcement and neighboring jurisdictions. Review your department's interoperability capabilities and pre-identify channels to use in an active assailant incident.
	<ol style="list-style-type: none"> 1. Identify likely targets and prioritize based on risk. 2. Conduct walk-throughs, obtain building plans, review evacuation and lock-down procedures, and identify key personnel/key holders/security personnel/school resource officers. 3. Determine the level of active shooter/threat training of facility staff. 4. Identify law enforcement agency that has jurisdiction over each of the occupancies. 5. Review local hospital and EMS capabilities: <ul style="list-style-type: none"> o EMS assets o Trauma centers o Plans for mass casualty o Medical Aid Bus o Mobile/field triage o Medevac /Landing Zones 6. Prioritize occupancy pre-plans according to FBI statistics of past active shooter incidents: <ul style="list-style-type: none"> o Commercial, Educational, Open space, Government, Houses of worship, Healthcare facilities 7. Pre-plan possible/viable staging areas – include staging for emergency resources, media staging, reunification, etc.

ACTIVE SHOOTER / THREAT RESPONSE CONSIDERATIONS

Refer to the considerations below to inform planning for response to active shooter incidents.

Dispatch to Arrival	<ol style="list-style-type: none"> 1. Obtain critical information while responding: <ol style="list-style-type: none"> a. Location of law enforcement commander/command post/staging b. Estimated number of casualties c. Status/location/number of shooters d. Available/responding EMS/medical units e. Reports of smoke/fire/alarms 2. First arriving fire officer should identify a preliminary staging area for responding companies <ol style="list-style-type: none"> a. Ensure not to commit units right away b. Keep clear corridor for responding/returning units 3. First arriving fire officer should immediately co-locate with LE incident commander and prepare for a unified command (LE/FD/EMS) <ol style="list-style-type: none"> a. Notify responding units and dispatch of the location of the command post b. If no LE command present, announce/establish FD command. Have FD dispatch notify LE and EMS dispatch c. Maintain situational awareness d. Establish CP out of line of sight of building <ol style="list-style-type: none"> i. Use distance/concealment/cover (shooter may be at window)
Command Post Established	<ol style="list-style-type: none"> 1. Establish a secure unified staging area <ol style="list-style-type: none"> a. Consider large parking lots/open space, out of line of sight from incident b. Assign a staging officer <ol style="list-style-type: none"> i. Document units/resource type/manpower/check-in-out ii. Provide staging list for IC iii. Request additional resources as appropriate c. Advise FD dispatch to provide LE/EMS dispatch of staging area location 2. Consider requesting/assigning additional personnel to staff key positions as needed or according to your department's SOP/SOGs <ol style="list-style-type: none"> a. Accountability b. Safety c. Communications aid d. Operations Chief e. Tracking Officer for casualties 3. Assign fire officer to liaison with medical branch <ol style="list-style-type: none"> a. Co-locate with EMS supervisor b. Direct transport, triage, and RTF operations 4. Request additional alarms/mutual aid <ol style="list-style-type: none"> a. Address life hazard b. Tactical reserve of manpower c. Fire protection for other response areas 5. For mass casualty, declare MCI <ol style="list-style-type: none"> a. Notify county fire and EMS coordinators b. Consider LZ for Medevac 6. Unified Command Staff should identify and communicate operational zones based on location/status of assailant <ol style="list-style-type: none"> a. Hot/Warm/Cold b. CP and staging in cold zones

	<ul style="list-style-type: none"> c. LE is the only agency that operates in hot zones d. RTF (LE/FD/EMS combined teams) operations are conducted in warm zones e. Notify all personnel of zones <p>7. Unified Command Staff should identify defensible/secure casualty collection points and possible ambulance exchange points</p> <ul style="list-style-type: none"> a. Location and number of casualties b. Location of shooter c. Exits d. Ambulance accessibility e. Confirm with LE and EMS supervisors
Tactical Operations Considerations	<ul style="list-style-type: none"> 1. Assign a fire suppression group in the event or possibility of fire <ul style="list-style-type: none"> a. Establish water supply b. Supply FDC to feed sprinkler system if safe to do so c. Safe cordon must be established by LE d. Interior firefighting operations must be closely coordinated with LE after conducting a casualty survivability profile and a risk-benefit analysis. e. Silence alarm only while under force protection. 2. Conduct rescue operations <ul style="list-style-type: none"> a. Medical Branch b. Deploy RTF c. Ensure additional RTF units available d. Consider an RTF RIC team on standby e. Coordinate with triage and transport for rapid treatment and extrication f. Coordinate with casualty tracking officer 3. Confirm the treatment and transport of all savable casualty
Incident Rampdown/ Demobilization	<ul style="list-style-type: none"> 1. Ensure rehabilitation of all personnel <ul style="list-style-type: none"> a. Medical evaluations b. Rest and nourishment c. Monitor for fatigue and mental stressors 2. Prepare for decontamination of personnel and equipment <ul style="list-style-type: none"> a. Mass decon procedures at scene or staging b. Contaminated PPE bagged and prepared for professional cleaning c. BSI precautions followed 3. Instruct health and safety officer to fill out BBP exposure forms <ul style="list-style-type: none"> a. Ensure medical evaluations and follow-up 4. Provide immediate CISD 5. Demobilize companies and place back in service after rehab and CISD 6. Return mutual aid companies, thank them for their assistance 7. Request after-action reports from all company and chief officers 8. Document incident for post-incident analysis and critique 9. Terminate/transfer command

CONSIDERATIONS/ RECOMMENDATIONS/ BEST PRACTICES**Other Considerations for Active Assailant Planning**

Family Reunification	<ol style="list-style-type: none"> 1. Request Red Cross, CERT teams, and coordinate with law enforcement <ol style="list-style-type: none"> a. OEM assistance with reunification b. LE entry controls in place c. Location should be remote from incident and staging 2. Fire station may be used depending on circumstances. If used, planning on the rapid transformation of a firehouse to reunification point 3. Victim Assistance and consider contacting the County or State Medical Examiner or Coroner's Office to assist with victim identification as well as the FBI's Victim Assistance unit.
Evidentiary Considerations	<ol style="list-style-type: none"> 1. Instruct all personnel to make their best effort not to disturb the scene. Preserve evidence to the best practical extent. 2. Provide statements to law enforcement from all potential witnesses. 3. Consider that seemingly unconnected items may become valuable evidence – work closely with law enforcement to ensure all evidence is properly collected.
Safety Considerations	<ol style="list-style-type: none"> 1. Consider the shooter blending in with occupants; if identified, never attempt to engage the shooter. 2. Consider the placement/use of incendiary/explosive devices 3. Always maintain situational awareness. Notify command of hazards likely to result in negative impacts. 4. Monitor radio frequencies to potentially escalating incidents. 5. Consider "Routine" calls deigned to ambush first responders. 6. Consider the possibility of a complex, coordinated attack on multiple different sites/threats.

START HERE

LE First arriving

- Size up report
- Identify Hot Zone
- Establish COMMAND (mobile)
- Engage

LE 2nd-4th arriving

- Communicate with COMMAND
- Link-up
- Form CONTACT TEAM

LE 5th arriving (5th Man)

- Get briefing (verbal)
- Assume COMMAND
- Designate First LE as CONTACT 1
- Set STAGING location
- Request additional resources
- Assign more CONTACT TEAMS

First LE Supervisor

- Get briefing (verbal)
- Assume COMMAND
- Designate "5th Man" as TACTICAL GROUP
- Assign STAGING manager
- Assign PERIMETER GROUP
- Assign MEDICAL BRANCH to FD/EMS

Second LE Supervisor

- Get briefing (verbal)
- Assume COMMAND
- Request additional resources
- Designate First LE Supervisor as LAW ENFORCEMENT BRANCH
- Assign INTELLIGENCE SECTION
- Assign LEAD PIO to establish JOINT INFORMATION CENTER

First FD/EMS Supervisor

- Go to COMMAND POST
- Request MEDICAL BRANCH assignment

Law Enforcement

LAW ENFORCEMENT BRANCH

- Get briefing (verbal)
- Co-locate with MEDICAL BRANCH
- Coordinate with INTELLIGENCE SECTION

TACTICAL GROUP

- Coordinate CONTACT TEAM(s)
- Prioritize 1Threat, 2Rescue, 3Clear
- Update Hot and Warm Zones
- Update casualty information to Triage Group

CONTACT TEAM

- Contain or neutralize threat
- Update location as moving
- Report casualty locations, numbers
- Establish Casualty Collection Point(s)

PERIMETER GROUP

- Separate radio channel*
- Establish INNER PERIMETER
- Establish OUTER PERIMETER

INTELLIGENCE SECTION

- Get briefing (verbal)
- Separate radio channel*
- Coordinate with Communications Center
- Consider REUNIFICATION GROUP
- Collect incoming information, tips, leads
- Brief COMMAND
- Assign INVESTIGATIVE OPERATIONS GROUP
- Assign INTELLIGENCE GROUP

Common

STAGING

- Check-in and list resources
- Give resources assignment, location, and channel
- Prioritize assignments as directed
- Maintain minimum resources as directed

LEAD PIO (JOINT INFORMATION CENTER)

- Establish JOINT INFORMATION CENTER
- Establish Media Staging Area
- Clear all messaging and releases with COMMAND

Fire / EMS

MEDICAL BRANCH

- Get briefing (verbal)
- Request additional resources
- Assign TRIAGE GROUP
- Assign TRANSPORT GROUP
- Co-locate with LAW ENFORCEMENT BRANCH
- Consider TREATMENT GROUP

TRIASGE GROUP

- Get briefing (verbal)
- Stand-up RESCUE TASK FORCE(s)
- Co-locate with TACTICAL GROUP
- Get operable areas, routes, and Casualty Collection Point location(s)
- Deploy RESCUE TASK FORCE(s)

RESCUE TASK FORCE[†]

- Assemble team and equipment
- Notify TACTICAL when deploying
- If not done, establish Casualty Collection Point(s)
- Rapidly assess casualties
- Report counts to TRIAGE GROUP
- Identify Ambulance Exchange Point and confirm with TACTICAL
- Coordinate casualty evacuation

TRANSPORT GROUP

- Get briefing (verbal)
- Co-locate with TACTICAL GROUP
- Determine routes
- Separate radio channel*
- Get Hospital capacity count
- Transport casualties from Ambulance Exchange Point(s)
- Target 3 per ambulance (1ea Red/Yel/Grn)
- Distribute to Hospitals
- Keep Transport Log

*Leader communicates with Command on main channel.

[†]Target minimum staffing 2 LE, 2 Medical for each RTF.

Improvised Explosive Device (IED)

DISCOVERY or DETONATION

- Announce "IED [location]" and move clear
- Secondary threat scan (device, 5ft, 25ft)

CONTACT and RESCUE

- Consider threat to life and alternate route
- Mark and bypass
- Provide security element if possible

EXPOSED VICTIM RESCUE

- Direct victim movement explicitly
- View area for secondary threats
- Establish narrow cordon in/out of area
- Provide Direct Threat Care only
- Evacuate to standoff / Isolate / Barricade

FROM RADIO SAFE DISTANCE (300ft or standoff)

- Report IED location, description, size
- Report action taken
- Request Bomb Squad

NO VICTIMS THREATENED

- View area for secondary threats
- Reposition personnel to safe standoff
- Report impact to assignment and priority
- Cordon off 360° device kill zone
- Control cordon security awaiting Bomb Squad

Standoff Distance[‡]



IED	Size	Minimum with Cover	Preferred
Pipe Bomb	5 lb	70 ft	1200 ft
Suicide Bomber	20	110	1700
Briefcase/Suitcase	50	150	1850
SUV / Van	1000	400	2400

[‡]See Help Guide and DHS reference for IMPORTANT information.

C3 ACTIVE SHOOTER INCIDENT MANAGEMENT CHECKLIST

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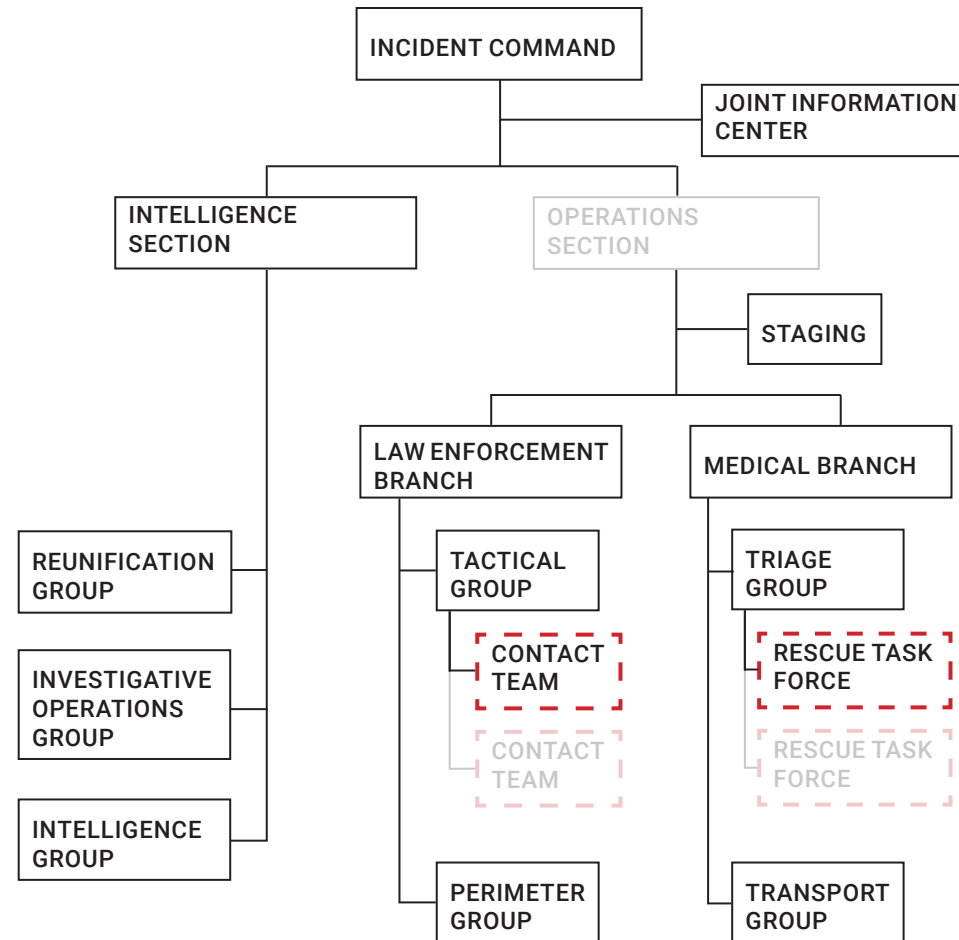


Fig 1. Active Shooter Incident Command Organizational Chart

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START ON OTHER SIDE