

# Active Killer Guidelines

## Information you should provide to law enforcement or dispatcher:

- Location of the victims and the active shooter/killer
- Number of actors, if more than one
- Physical description of actor(s)
- Number and type of weapons held by the actor(s)
- Number of potential victims at the location

## How to Respond When an Active Killer is in Your Vicinity.



- Evacuate if a safe route is available.
- If you cannot run, hide in an area out of view.
- Block entry, lock the door, stay behind solid objects.
- Turn off lights and computers; silence cell phones.
- As a last resort and only if your life is in danger, fight.

## How to Respond When Law Enforcement Arrives on Scene

- Remain calm and follow officers' instructions.
- Immediately raise hands and spread fingers.
- Keep hands visible at all times.
- Avoid making quick movements towards officers such as attempting to hold on to them for safety.
- Avoid pointing, screaming, and/or yelling.



**CALL 412-624-2121 OR 911  
WHEN SAFE TO DO SO.**



police.pitt.edu | emergency.pitt.edu

# In an emergency, if you are instructed to:

## SHELTER IN PLACE

Shelter-in-place events could be weather-related emergencies, environmental emergencies, or other hazardous conditions in the community.

- Seek shelter indoors; preferably in interior rooms or corridors.
- Your [building occupancy handbook](#) can help identify safe locations.
- Do not lock doors; others may also need to seek shelter.
- Do not use elevators. Avoid windows and glass doors.

While sheltering in place, resist the urge to check on the conditions yourself and wait for a follow-up “all clear” ENS message.

## LOCKDOWN

Lockdowns are a response to an immediate physical threat to the campus community. Most campus buildings, such as residence halls, have the ability to be remotely locked by the University of Pittsburgh Police.

- The exterior doors will remain locked and you will not be able to enter.
- You will hear an automated message broadcast throughout the building for five cycles that repeats every hour during the incident.
- If you find yourself locked out of your office or residence, leave the area and move as far away from the incident as you reasonably can.
- Follow the directions broadcast over the Emergency Messaging Service.

If you're in an independently owned or operated building in the Oakland area, retreat to a safe area, then lock or barricade the doors.

During lockdowns, only let in police or other uniformed first responders. Do not come out and wait for a follow-up “all clear” ENS message.

These are general guidelines that will help you to remember what to do in the event of a Shelter in Place or Lockdown event on campus, but each situation may present unique challenges. The most important aspect in both a Shelter in Place and Lockdown event is to put effective barriers between you and the threat.

The actions taken in the initial minutes of an emergency are critical. Plan ahead, and know your options. If you become aware of an emergency before receiving an official alert, take action to make sure you are safe, and contact emergency responders by dialing 911, or by contacting University of Pittsburgh Police Department directly at 412-624-2121.

For more information please visit:

[www.emergency.pitt.edu](http://www.emergency.pitt.edu)

UNIVERSITY of  
**PITTSBURGH**  
POLICE DEPARTMENT





## University of Pittsburgh Police Department



# Active Killer Guidelines

Watch our active killer information video [here](#)

### **Emergency Notification System (ENS)**

Pitt's emergency notification system (ENS) provides University community members with critical information in the event of an emergency using voice calls, text messaging, and emails. All University members are automatically enrolled to receive email ENS messages, but we strongly encourage everyone to sign up for optional phone and text messages. You can sign up [here](#).

Updates about emergencies affecting campus can be found at [emergency.pitt.edu](http://emergency.pitt.edu).

### **Lockdown and Building Emergency Messaging Systems (EMS)**

Lockdowns are a response to an immediate physical threat to the campus community.

Most campus buildings, such as residence halls, have the ability to be remotely locked by the University of Pittsburgh Police. During a lockdown, the exterior doors will remain locked and you cannot enter. If you find yourself locked out of your office or residence, leave the area and move as far away from the incident as you reasonably can. If a building is remotely locked, you will hear five cycles of an automated message broadcast throughout the building. This message will repeat every hour during the incident. Follow the directions broadcast over the ENS and EMS systems.

If you are in an independently owned or operated building in the Oakland area, retreat to a safe area, then lock or barricade the doors.

During lockdowns, only let in police or other uniformed first responders. Do not come out and wait for a follow-up "all clear" ENS message.

### **If You See Something, Say Something**

Report any threats, expressed or implied, or suspicious people to the Pitt Police.

Suspicious personal traits include profuse nervousness or sweating; carrying unusual or suspicious packages; constant adjustment of clothing, waistbands or pockets; clothing that is oversized, unusual, or inappropriate for the weather; evasive or aggressive answers to normal conversations and questions.

## **Notify**

Call 911 or 4-2121 (from a campus phone) as soon as it is safely possible. The police call taker will ask you questions in order to gather information for the responding officers; answer them to the best of your knowledge. Warn others in your area if you can.

## **Run**

Evacuating the building to a safe place is your best course of action. Leave your belongings behind; you can get them later. Keep your hands up and follow the directions of the responding police officers.

Once you are out of the building and safe, police officers may ask you questions about what is happening. Answer the questions as best you can.

Evacuating the area may not be possible or becomes unsafe as the incident unfolds. Use your best judgment.

## **Hide**

If you are unable to evacuate, find a safe place to hide. Lock doors, turn off lights, and remain as quiet as possible. If you're in a classroom or office, and can't lock the doors, push furniture and heavy objects against the door. Make it as difficult as you can for someone to get inside.

## **Fight**

If you are confronted by a killer, and it is not possible to run or barricade yourself somewhere safe, you may have to use violent force to save your life. Consider using everyday objects (E.G. scissors, paperweights, chairs) as improvised weapons. Unarmed actions against killers can stop and have stopped active killer incidents.

## **What to Expect When the Police Arrive**

The initial responding officers' first objective is to stop the killing. The questions they ask you will focus on where the killer is and what they look like. Answer their questions as best you can.

As more help arrives, rescue teams will form to aid injured people and evacuate those still trapped inside. If you know where injured people need help, tell the first public safety official you see.

Once the police are on the scene, and you are safe, begin to implement your department's emergency plans for employee accountability.

Lastly, to aid the criminal investigation, you may be asked to provide information as a witness to the crime.