ACTIVE SHOOTER

1. If you witness an armed individual on campus at any time:
    - Do not approach the person. Remove yourself and others from immediate danger.
    - If you cannot flee the area, try to find a secure room/location that offers the best protection. Stay away from windows and close all blinds and curtains. If the room cannot be locked, secure it by any possible means. Hide under a desk, in a closet or in the corner and create a barricade between you and the suspect, providing cover from the line of fire. If the person is outside the building lock exterior doors and first floor windows.
    - Immediately call the police – **112**, as well as Rector's Proxy for Security Affairs – **501 556 557**. You can also reach the security guards by the following telephone numbers **22 4572 397** or **451 152 584**. Reporting the incident give your name, exact location and precise reason for calling.
    - Provide a detailed physical description of the individual including age, weight, hair color and length, clothing, presence of facial hair and other distinguishing features.
    - If the individual is in a vehicle, attempt to get its make, model and color as well as its registration number.
    - Remain calm, silence mobile phones and other audio devices, conserve your energy and wait for notification that all is clear or further instructions regarding evacuation are given.
2. If an armed suspect/active shooter comes into your class or office and you cannot escape or find a possible shelter, make a personal choice to confront him/her, based on the imminent danger to your safety. Try to act in unconventional way, that may surprise the perpetrator.
3. To exit the building safely:
    - Have a route planned before attempting to leave.
    - Do not carry any personal belongings, move quickly and keep your hands visible for the security forces.

- Do not attempt to treat or remove injured people, but note their locations so that you may provide the information to emergency responders. Victims will be evacuated only after the threat is eliminated.
- Proceed to a safe location, but do not leave campus. Keep in mind that the entire area is still a crime scene and officers will need to obtain information from you.
- Always comply with commands from law enforcement officers, who may point weapons at you, search and handcuff you.