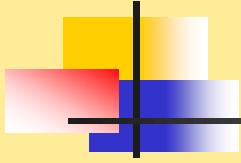
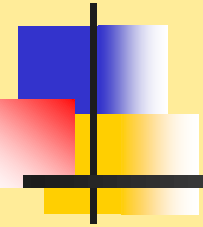


Revised on 10/19/2015



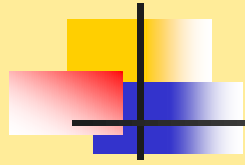
Active Shooter Topic in the FS/EAP Director Exam



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The Bureau of Fire Prevention

FDNY
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Introduction

- Fire exit doors
- Hold questions until the end
- Today's speakers
- This PowerPoint is only a summary
- Q & A




Question #1 - Announcement

- You are a FS/EAP Director of the building. If you know that an active shooter is in your building, will you make an announcement?
 - Yes?
 - No?



Question #2- Building occupant

- You are a tenant. There is an active shooter in your building. Would you like a notification from the FS/EAP Director informing you of such?
 - Yes?
 - No?



Question #3- Elevator recall/fail-safe door release system

- Once there is an active shooter in your building, should you, as a FS/EAP Director, recall the passengers' elevators?
 - Yes?
 - No?
- Once there is an active shooter in your building, should you, as a FS/EAP Director release all fail-safe doors?
 - Yes?
 - No?



Question #4- Recommended actions

- What actions should a FS/EAP Director recommend to the building occupants if there is an active shooter inside building?
 - Avoid-Barricade-Confront?
 - Shelter in place, in-building relocation, partial evacuation or full evacuation?

Question #5-

Manual fire alarm system procedure

- If an active shooter is in your building, should you alert the building by pulling the fire alarm station?
 - Yes?
 - No?



Question #6- Building occupants training

- Who should perform the active shooter training for the building occupants?
 - FS/EAP Director?
 - Chief Security Officer?
 - Human Resource?
 - Building Manager?



Best practice recommendations

- The booklet was developed by:
 - Civilian and Uniformed personnel of the Bureau of Fire Prevention, FDNY
 - Counterterrorism and Emergency Preparedness personnel, FDNY
 - Active and retired NYPD Lieutenants, Captains and Sergeants
 - Military consultant
 - FSDA and BOMA/NY Preparedness Committee Members
 - Other government agencies (the New York City Police Department/NYPD Shield, U.S. Department of Homeland Security, and U.S. Department of Justice) published materials



Best practice recommendations

- The following recommendations are **general guidelines. These guidelines will be used as scoring criteria** when grading the EAP exam.
- They are considered as best practice and may be useful in a real life emergency, but **NOT absolute rules** for situations in which there are a great many variables.



Active shooter – 4 W

- Why is the active shooter topic being included in the FS/EAP Director exams?
- What will occur?
- Where will it occur?
- What provisions of the EAP exams will be changed



Why include active shooter in the EAP exams?

- Why is the active shooter topic being included in the FS/EAP Director exams?
 - Local Law No 26 of 2004 – FS/EAP Director requirement
 - The number of active shooter incidents drastically increased following 2008.



What will occur and When?

- The new study material can be found in the following link:

http://www.nyc.gov/html/fdny/pdf/cof_study_material/f_59_onsite_st_mat.pdf

- Starting on **11/02/2015**, the new school graduation test and the FDNY computerized test will include the new changes in the study material.
- The updated On Site exam reflecting the changes in this study material will be started on **11/30/2015**.



What provisions will be changed?

- Computerized exam
 - Includes questions regarding the general knowledge of active shooter.
- On Site exam (Knowledge of Training Requirements)
 - Current exam: only one training scenario that tests the general training for EAP staff
 - New Part will include training of tenants on Active Shooting Procedures.



Active shooter definition

- *Active Shooter*- An individual actively engaged in killing or attempting to kill people in a confined and populated area.
 - According to the NYPD, an active shooter emergency should be excluded from the following situations: gang-related shootings, shootings that solely occurred in domestic settings, robberies, drive-by shootings, attacks that did not involve a firearm, and attacks categorized primarily as hostage-taking incidents



Why should FS/EAP Director do something?

- Active shooter incidents are unpredictable and the situations evolve quickly.
- Although the NYPD will immediately respond to this incident upon notification, it may still take 3 to 5 minutes or longer for the police officers to arrive at the scene.
- According to a Study of Active Shooter Incidents (2000 – 2013), about 60% active shooter incidents ended in 5 minutes.
- Civilians (including FS/EAP staff members and tenants) often had to make life and death decisions of their own accord.



What should a FS/EAP Director do?

- As a civilian, you are not expected to neutralize an active shooter threat. However, you should try to implement the actions that could minimize the injuries to the building occupants. Do **not** leave the post to personally respond to incident on affected floors.
- For example, if an active shooter starts shooting in close proximity of the Fire Command Center, you should protect yourself based on the tactics suggested by the NYPD.
- Once you feel it is safe to return to the Fire Command Center or designated alternative location, if safe to do so, return to carry out your suggested responsibilities.



Recommended actions for EAPD

- The following actions are recommended by the FDNY upon active shooter events, IF YOU FEEL IT IS SAFE TO DO SO:
 - Call 911, provide the necessary information
 - Notify the occupants → Immediate notification is critical
 - An active shooter(s) is/are in the building
 - Where was/were the shooter(s) last seen?
 - No code words.
 - A sample script for an active shooter emergency notification:

“An active shooter has entered the building, (s)he was last seen on the 3rd floor of the building. Please activate your ABC personal safety plan based on your location and stand by for further notifications.”



Recommended actions for EAPD

- Unlike other non-fire emergencies, the FS/EAP Director is **NOT** required to
 - direct the occupants to perform the four EAP concepts (shelter in place, in-building relocation, partial evacuation and full evacuation).



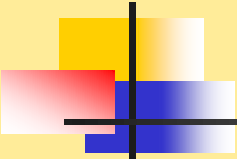
Recommended actions for EAPD

- Unlike other non-fire emergencies, the FS/EAP Director is **NOT** required to
 - recall all the elevators.
 - The freight elevator may be the best option for the use of police officers. Freight elevators being operated **manually**, if safe to do so, should be advised to return to the ground level with doors closed.
 - Since there are many variables and each building has unique design characteristics, we cannot recommend a universal approach towards passenger's elevator recall.



Recommended actions for EAPD

- Unlike other non-fire emergencies, the FS/EAP Director is **NOT** required to
 - manually activate the **fail-safe** door release system.
 - Manual activation of the fail-safe door release system will facilitate evacuation by unlocking stairway and elevator vestibule doors but keeping them in the closed position.
 - Active shooter attacks are dynamic events; so the FS/EAP Director will not be required to automatically activate the fail-safe door release system.
 - Prior to manual activation of the fail-safe door release system, consider the last known location of the active shooter.



Manual fire alarm systems procedure for EAPD

- If a fire alarm is activated, if safe to do so, the FS/EAP director should follow standard protocol and procedures of a fire emergency but proceed with extreme caution and keep the NYPD survival techniques (Avoid-Barricade-Confront) in mind.



EAPD and arriving police officer(s)

- The FS/EAP Director should identify her/himself when the police officers arrive.
- The FS/EAP Director should prepare the following information for the arriving police officer(s)
 - the nature of the emergency and the actions taken up to the current time;
 - elevator function;
 - fail-safe door release system;
 - the status, availability and the condition of all stairwells.



Active shooter preparedness by EAPD

- The FS/EAP Director should focus on assessing the building facilities and providing active shooter emergency responses training for building occupants.
- Include Active Shooter information in your periodic drill.




IMPORTANT



Building Assessment & Preparation by EAPD

- Perform a professional building assessment (internal/external).
- Conduct a realistic security assessment to determine the facility's vulnerability to an active shooter attack.
- Designate a barricade location within tenant spaces that provides an area with ballistic cover, not just visual concealment.
- Provide at least 3 "First Responder Kits" containing building floor plans, Building Information Card, access cards and keys for first responding use.



Required training knowledge for building occupants

- 3 ABC survival techniques and manual fire alarm system procedure
- Information for 911 operators
- How to respond when police officers arrive on the scene

3 ABC survival techniques

- The survival techniques can be fluid based on the threat and may **not** have to be followed **in any specific order**.

Avoid (Run)



Barricade (Hide)



Confront (Fight)






3 ABC survival techniques

- **Avoid** (Run/Evacuate):
 - If there is an accessible escape path, attempt to evacuate the premise.
- **Barricade** (hide):
 - If it is not possible to evacuate, find a place to barricade yourself into where the active shooter is least likely to find you.
- **Confront** (fight/take action):
 - If it is not possible to avoid and/or barricade, **as a last resort**, and **only when your life is in imminent danger**, attempt to disrupt and/or incapacitate the active shooter



3 ABC survival techniques

- The FS/EAP Director should discuss the 3 survival techniques (Avoid-Barricade-Confront) when an active shooter is in their vicinity. (refer to the study material)
- Define and discuss in detail how to carry out the techniques. (refer to the study material)



Manual fire alarm system procedure for the building occupants

- Building occupants should be trained that the Manual Fire Alarm System should **NOT** be activated for an active shooter emergency. The manual pull stations should only be activated during fire or smoke conditions.



Information for 911 operators

- Train building occupants to call 911 as soon as it is safe to do so.
- Discuss what information, if known, should be provided to the 911 operators:
 - Building address, location of the active shooter or his/her last known location.
 - Number of shooters, if more than one.
 - Physical description of shooter(s).
 - Name/identity of the shooter(s) (e.g. employee).
 - Number and type of weapons held by the shooter(s).
 - Number of potential victims at the location.
 - If explosions were heard.

*Note: If you cannot speak, leave the line open and allow the dispatcher to listen.

How to respond when police officers arrive on the scene

■ Inform the occupants what to expect when police officers arrive on scene, including but not limited to the following:

- Follow all official instructions.
- Keep your hands out, open, and above your head, fingers spread apart, and most importantly, EMPTY.
- Resist the urge to turn quickly or make any sudden movements.
- DO NOT CARRY ANY ITEM that can be confused as a weapon.
- Remember that the first police officers to arrive to the scene may not stop to help injured persons.





Future changes in the FS/EAP Director Exams

- The FDNY may create active shooter scenarios for future on site exams.
- The FDNY will inform the schools and the public when further changes will be made.



Active Shooter Reference Materials

- [Active Shooter](#). *NYPD Shield*. Accessed 2/17/2015.
- [Active Shooter: Recommendations and Analysis for Risk Mitigation](#). *The New York City Police Department*. 2012. Accessed 2/17/2015.
- [Active Shooter: How to Response](#). *U.S. Department of Homeland Security*. Accessed 2/17/2015.
- [Incorporating Active Shooter Incident Planning Into Health Care Facility Emergency Operations Plans](#). *U.S. Department of Health and Human Services*. 2014. Accessed 3/11/2015.
- [A Study of Active Shooter Incidents, 2000 – 2013](#). *U.S. Department of Justice, Federal Bureau of Investigation*. September, 2013. Accessed 2/17/2015.
- Garris, L. G. [Preparing for the Worst: How to Plan for an Active Shooter Scenario](#). *The BOMA Magazine*. Accessed 2/17/2015.
- [Active Shooter Preparedness](#). *U.S. Department of Homeland Security*. Accessed 3/4/2015.



Summary

- Every active shooter incident can consist multiple variables, individual decisions must be made accordingly. Keep in mind the details of your building.
- Notification is a must (if safe to do so)
- Advise the freight elevator to return to the ground level with doors closed (if applicable and safe to do so).
- Training and preparation are critical



Seminar Information

- The FDNY encourages everyone taking the revised EAP onsite on or after 11/30/2015 to attend ONE of the following seminars. Reservations are required.

Seminar	Seminar A	Seminar B	Seminar C
Date & Time	09/30/15 9am	10/19/15 10am	11/04/15 2pm
Location	Barclays Center	The Marriott Marquis	FDNY Headquarters, Auditorium

- Please refer to the following website for the detail http://www.nyc.gov/html/fdny/pdf/cof_study_material/eap_active_shooter_flyer.pdf



Survey and Q & A

- Please return the survey.
- Questions?