Emergency Test Scenario – *Active Shooter*

everbridge®

Synopsis

There is an active shooter in the building

Goals

Alert employees, executives and key stakeholders of the incident so they can evacuate, shelter-in-place, etc.

Scenario Details An armed suspect has been seen in the building. Gun shots have been heard from staff near the Southside of the campus around {building name}. It is essential that an alert be sent out to the employee population alerting them to shelter in place or evacuate depending on their location. In this alert you will need to:

1. Determine the templates you would like to use for active shooter events ahead of time (create templates for evacuation, shelter in place, updates, all clear, etc.)

2. Trigger templates for different areas of the building (shelter in place for people who can't safely evacuate, evacuate for people out of harms way)

3. Consider utilizing polling messages in which employees are allowed to respond and say they're safe

4. Send a follow up message with updates on the situation (law enforcement is on the way, the active shooter has been neutralized, etc.)

5. Create an after action report to determine how fast messages went out, how quickly people received them and responded.

Conducting these types of drills can help you prepare to use your emergency notification system during a high-stress situation such as an active shooter event.

VISIT THE EVERBRIDGE ACTIVE SHOOTER RESOURCE CENTER FOR MORE INFORMATION.