



FORTRESS PREPAREDNESS SERVICE

Active Shooter Preventative Measures and Response Capabilities Survey

QUESTION	YES	NO	WORKING ON IT
<i>Do you have a written active shooter plan?</i>			
<i>Do you have a written restricted access/ lockdown plan?</i>			
<i>Do you conduct security risk assessments at least every three years?</i>			
<i>Do you provide active shooter awareness training annually?</i>			
<i>Do you have an employee mass notification system established?</i>			
<i>Have you identified areas that employees could shelter in place?</i>			
<i>Do you have evacuation rally points established?</i>			
<i>Do you shelter in place during a bomb threat?</i>			



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Survey Guidelines

QUESTION	IMPORTANCE	TRAINING	IMPROVEMENT PLAN
<i>Do you have a written active shooter plan?</i>	Written plans support employee safety	Training employees on plan increases survival during an attack	Set deadline, assign responsible person to create if no current plan
<i>Do you have a written restricted access/ lockdown plan?</i>	Written plan reduces confusion and increases speed of locking entrances	Test plan every 3 months to increase efficiency	Set deadline, assign responsible person to create if no current plan
<i>Do you conduct security risk assessments at least every three years?</i>	Risk assessment of physical layout, access control, video enhances security	Assessment should be conducted annually and evaluated by safety team	Assign responsible person to conduct assessment
<i>Do you provide active shooter awareness training annually?</i>	Having a plan in mind prior to an attack increases response time and survival	Annual training sessions refresh employee's knowledge	Utilize the written plan as a guideline for training programs and update plan yearly
<i>Do you have an employee mass notification system established?</i>	Real-time information can save lives, invest in a software system	Testing system regularly identifies deficiencies in process	A written plan for mass notification enhances success
<i>Have you identified areas that employees could shelter in place?</i>	"Safe Zones" are solid doors that lock so employees can "HIDE"	Training employees of locations and add additional safe zones when possible	A written plan assists with employee knowledge of process
<i>Do you have evacuation rally points established?</i>	Identifying external rally locations assists with accounting for employee numbers	Train employees of locations, instruct them to monitor locations for unsafe conditions	A written evacuation plan reduces confusion, monitor area as possible target for attack
<i>Do you shelter in place during a bomb threat?</i>	Evacuation may be unsafe as caller may target rally locations	Train employees to evacuate only when suspicious item has been found	A written plan provides safety guidelines during a threat