If you find yourself involved in an active shooter situation, or a situation that has the potential for extreme violence, listen to Public Address announcements, try to remain calm and follow these procedures:

### 1. Report

**CALL 911**
When safe to do so, also call Security at 212-746-0911 (on campus) or the Building Front Desk (off campus)

**CALL AND REPORT:**
“I’m calling from Weill Cornell Medicine. We have an active shooter on campus, gunshots fired.”

**PROVIDE INFORMATION:**
- Your exact location
- Description of the offender(s)
- Description and location of any victims
- Details of the situation

**NOTE:** If you have a panic button, use it

### 2. Avoid / Barricade / Confront

**Avoid (Run)**
- Warn other students, faculty, staff, patients and visitors to take immediate action
- If there is an escape path, evacuate the building immediately but do not leave patients unable to escape
- When outside the building, move away from the entrance to a more secure location; avoid elevators if possible
- Do not carry any personal belongings with you

**Barricade (Hide)**
- Go to a room that can be locked or barricaded, close and lock doors and windows
- Take adequate cover/protection (i.e. concrete walls, thick desks, filing cabinets)
- Turn off lights, close window blinds, and block windows
- Turn off any devices that emit sound (i.e., cell phones, radios)

**Confront (Fight)**
- As a last resort when your life is in imminent danger, attempt to overpower the individual with force
- Find an object to use as a weapon, such as a fire extinguisher or chair
- Work as a group with others to overcome the shooter

### 3. Law Enforcement Arrives

**NYPD**

- Listen for updated announcements and law enforcement arrival
- Do exactly as the team of officers instructs
- Do not approach the officers
- Keep your hands visible, fingers spread and empty
- Do not respond to voice commands until you can verify with certainty that they are being issued by a law enforcement officer or university official; unfamiliar voices may be an active shooter trying to lure you from safety