

WORKBOOK 12.3: SAMPLE SECURITY FORCE RESPONSE PLAN

Purpose: To provide an example of the elements and information included in a security force response plan

Overview

The purpose of a security force response plan is to define the processes necessary in the event of an emergency situation to enable the security force to successfully accomplish its mission of protecting critical infrastructure from theft, sabotage, and other hostile acts — a security force response plan:

- Provides guidance to the security force when responding to out-of-the ordinary circumstances
- Facilitates a rapid, coordinated, appropriate, and successful response to an emergency — insufficient detail or failure to address an important area may result in confusion or an inadequate response
- Is not intended for routine daily fixed post or patrol activities — post or patrol orders typically outline activities performed during normal conditions
- May be a part of a post or patrol order, referenced as required in the post or patrol order manual

Security force response plans must be clear, concise, and current and should include required protection strategies, tactical response options, actions, and times.

- When new information is acquired that would have an effect on the response capabilities of the security force, plans should be updated immediately and, at a minimum, be reviewed by a competent security force authority on an annual basis.
- If security force response plans affect outside resources such as local law enforcement personnel, appropriate parts of the plan should be shared to ensure that the responding outside agencies understand their roles and responsibilities.
- When sharing such information, remember that sensitive information is only shared with those with need-to-know privileges.

Sample Active Shooter Security Force Response Plan

Applicability: All Patrols

Date: 13 August 2016

References:

- Building Evacuation Response Plan — Dated 01 October 2015
- Critical Incident Response Plan — Dated 04 July 2015
- Emergency Notification Plan — Dated 30 September 2015
- Officer Involved Shooting Response Plan — Dated 20 June 2016
- Use of Deadly Force Response Plan — Dated 28 June 2015
- Definitions and Abbreviations:
 - Active Shooter — An individual(s) who appears to be actively engaged in killing or attempting to kill people in a populated government facility
 - Weapon — Any device or instrument that can cause great bodily harm or death

Purpose:

- The purpose of this plan is to provide general guidelines on how to respond to an **active shooter** call effectively.
- Although the first security force responder has the option to respond based on circumstances not identified in the plan.

Guidance:

Use this checklist for steps to take when responding to an active shooter call:

✓	Action Steps
	Respond immediately to the building area and coordinate arrival with additional patrols.
	Coordinate with at least one additional patrol upon arrival and prepare to enter the building immediately.
	Communicate with other responding patrols to the building entrance location to be used by the first security force responders to gain access.
	Do not stop and take time to render medical treatment to victims.
	Look for potential explosive devices and report location, but keep moving to engage active shooter.
	Observe the environment and listen for sounds that may indicate the location of the shooter.
	Proceed to suspect(s) location and immediately engage the active shooter.
	Follow the Officer Involved Shooting Response Plan once shooter(s) is neutralized.

Reporting:

- Once the area has been rendered safe and clear, all personnel involved in the incident, including outsiders who responded, will report to the on-scene supervisor for further instructions.
- Per the Officer Involved Shooting Response Plan, security force officers involved:
 - Should not be a part of the follow-up investigation
 - Should be instructed to not discuss the incident until they are interviewed by the investigating supervisor

This Page Intentionally Left Blank.