START HERE

LE First arriving
- [ ] Size up report
- [ ] Identify Hot Zone
- [ ] Establish COMMAND (mobile)
- [ ] Radio ID: CONTACT **1**
- [ ] Engage

LE 2nd-4th arriving
- [ ] Communicate with CONTACT **1**
- [ ] Link-up

LE 5th arriving (5th Man)
- [ ] Radio ID: TACTICAL
- [ ] Get briefing (verbal)
- [ ] Assume COMMAND
- [ ] Set STAGING location
- [ ] Request additional resources
- [ ] Assign more CONTACT TEAMs

First LE Supervisor
- [ ] Get briefing (verbal)
- [ ] Assume COMMAND
- [ ] Set COMMAND POST location
- [ ] Assign STAGING manager
- [ ] Assign PERIMETER GROUP
- [ ] Assign MEDICAL BRANCH to FD/EMS

Second LE Supervisor
- [ ] Get briefing (verbal)
- [ ] Assume COMMAND
- [ ] Request additional resources
- [ ] Designate First LE Supervisor as LAW ENFORCEMENT BRANCH
- [ ] Assign INTELLIGENCE SECTION
- [ ] Assign LEAD PIO to establish JOINT INFORMATION CENTER

First FD/EMS Supervisor
- [ ] Go to COMMAND POST
- [ ] Request MEDICAL BRANCH assignment

Law Enforcement

LAW ENFORCEMENT BRANCH
- [ ] Get briefing (verbal)
- [ ] Co-locate with MEDICAL BRANCH
- [ ] Coordinate with INTELLIGENCE SECTION

TACTICAL GROUP
- [ ] Coordinate CONTACT TEAM(s)
- [ ] Prioritize **1**Threat, **2**Rescue, **3**Clear
- [ ] Update Hot and Warm Zones
- [ ] Update casualty information to Triage Group

CONTACT TEAM
- [ ] Contain or neutralize threat
- [ ] Update location as moving
- [ ] Report casualty locations, numbers
- [ ] Establish Casualty Collection Point(s)

PERIMETER GROUP
- [ ] Separate radio channel*
- [ ] Establish INNER PERIMETER
- [ ] Establish OUTER PERIMETER

INTELLIGENCE / INVESTIGATIONS SECTION
- [ ] Get briefing (verbal)
- [ ] Separate radio channel*
- [ ] Coordinate with Communications Center
- [ ] Collect incoming information, tips, leads
- [ ] Brief COMMAND
- [ ] Consider REUNIFICATION BRANCH
- [ ] Assign INVESTIGATIVE OPERATIONS GROUP
- [ ] Assign INTELLIGENCE GROUP

*Leader monitors two channels, their channel and the assigned BRANCH / COMMAND channel.
†Target minimum staffing 2 LE, 2 Medical for each RTF.

Fire / EMS

MEDICAL BRANCH
- [ ] Get briefing (verbal)
- [ ] Request additional resources
- [ ] Assign TRIAGE GROUP
- [ ] Assign TRANSPORT GROUP
- [ ] Co-locate with LAW ENFORCEMENT BRANCH
- [ ] Consider TREATMENT GROUP

TRIAGE GROUP
- [ ] Get briefing (verbal)
- [ ] Stand-up RESCUE TASK FORCE(s)
- [ ] Co-locate with TACTICAL GROUP
- [ ] Get operable areas, routes, and Casualty Collection Point location(s)
- [ ] Deploy RESCUE TASK FORCE(s)

RESCUE TASK FORCE†
- [ ] Assemble team and equipment
- [ ] Notify TACTICAL when deploying
- [ ] If not done, establish Casualty Collection Point(s)
- [ ] Rapidly assess casualties
- [ ] Report counts to TRIAGE GROUP
- [ ] Identify Ambulance Exchange Point and confirm with TACTICAL
- [ ] Coordinate casualty evacuation

TRANSPORT GROUP
- [ ] Get briefing (verbal)
- [ ] Co-locate with TACTICAL GROUP
- [ ] Determine routes
- [ ] Separate radio channel*
- [ ] Get Hospital capacity count
- [ ] Transport casualties from Ambulance Exchange Point(s)
- [ ] Target 3 per ambulance (1ea Red/Yel/Grn)
- [ ] Distribute to Hospitals
- [ ] Keep Transport Log

Multi-Discipline

STAGING
- [ ] Check-in and list resources
- [ ] Give resources assignment, location, and channel
- [ ] Prioritize assignments as directed
- [ ] Maintain minimum resources as directed

LEAD PIO (JOINT INFORMATION CENTER)
- [ ] Establish JOINT INFORMATION CENTER
- [ ] Establish Media Staging Area
- [ ] Clear all messaging and releases with COMMAND
- [ ] Announce Reunification site when authorized

REUNIFICATION BRANCH
- [ ] Get briefing (verbal)
- [ ] Select Reunification Location
- [ ] Location approved by INTELLIGENCE SECTION
- [ ] Notify DISPATCH of Location Not for public release
- [ ] Assign REUNIFICATION STAGING MANAGER
- [ ] Request additional resources
- [ ] Assign SERVICES GROUP
- [ ] Assign ACCOUNTABILITY GROUP
- [ ] Assign ASSEMBLY GROUP
- [ ] Notify INTELLIGENCE SECTION when ready to announce Location to public

REUNIFICATION SERVICES GROUP
- [ ] Assign Set-up Unit
- [ ] Assign Law Enforcement Unit
- [ ] Assign Transportation Unit
- [ ] Assign Medical Unit
- [ ] Establish Family Assistance Center

REUNIFICATION ACCOUNTABILITY GROUP
- [ ] Assign Accountant Unit
- [ ] Assign Checker Unit
- [ ] Assign Greeter Unit
- [ ] Assign Reunifier Unit
- [ ] Assign Exit Control Unit

REUNIFICATION ASSEMBLY GROUP
- [ ] Assign Class Leader Unit
- [ ] Assign Nutritional Support Unit
- [ ] Consider Entertainment Unit

Improvised Explosive Device (IED)

DISCOVERY or DETONATION
- [ ] Announce "Bomb Cover" or "Bomb Go"
- [ ] Secondary threat scan (device, 5ft, 25ft)
- [ ] Maintain 540^0 scan
- [ ] NEVER TOUCH Bombs
- [ ] Bombers are Bombs

CONTACT and RESCUE
- [ ] Consider threat to life and alternate route
- [ ] Mark (Chem Lights) and bypass
- [ ] Provide security element if possible

EXPOSED SURVIVOR RESCUE
- [ ] Direct survivor movement explicitly
- [ ] View area for secondary threats
- [ ] Establish narrow cordon in/out of area
- [ ] Provide Direct Threat Care only
- [ ] Evacuate to standoff / Isolate / Barricade

FROM RADIO SAFE DISTANCE (300ft or standoff)
- [ ] Report IED location, description, size
- [ ] Report action taken
- [ ] Request Bomb Squad

NO SURVIVORS THREATENED
- [ ] View area for secondary threats
- [ ] Reposition personnel to safe standoff
- [ ] Report impact to assignment and priority
- [ ] Cordon off 360° device kill zone
- [ ] Control cordon security awaiting Bomb Squad

Standoff Distance‡

IED	Size	Minimum with Cover	Preferred
Pipe Bomb	5 lb	70 ft	1200 ft
Suicide Bomber	20	110	1700
Briefcase/Suitcase	50	150	1850
SUV / Van	1000	400	2400

‡See Help Guide and DHS reference for IMPORTANT information.

C3 ACTIVE SHOOTER INCIDENT MANAGEMENT CHECKLIST

NTOA NATIONAL TACTICAL OFFICERS ASSOCIATION

Endorsed by
National Tactical Officers Association
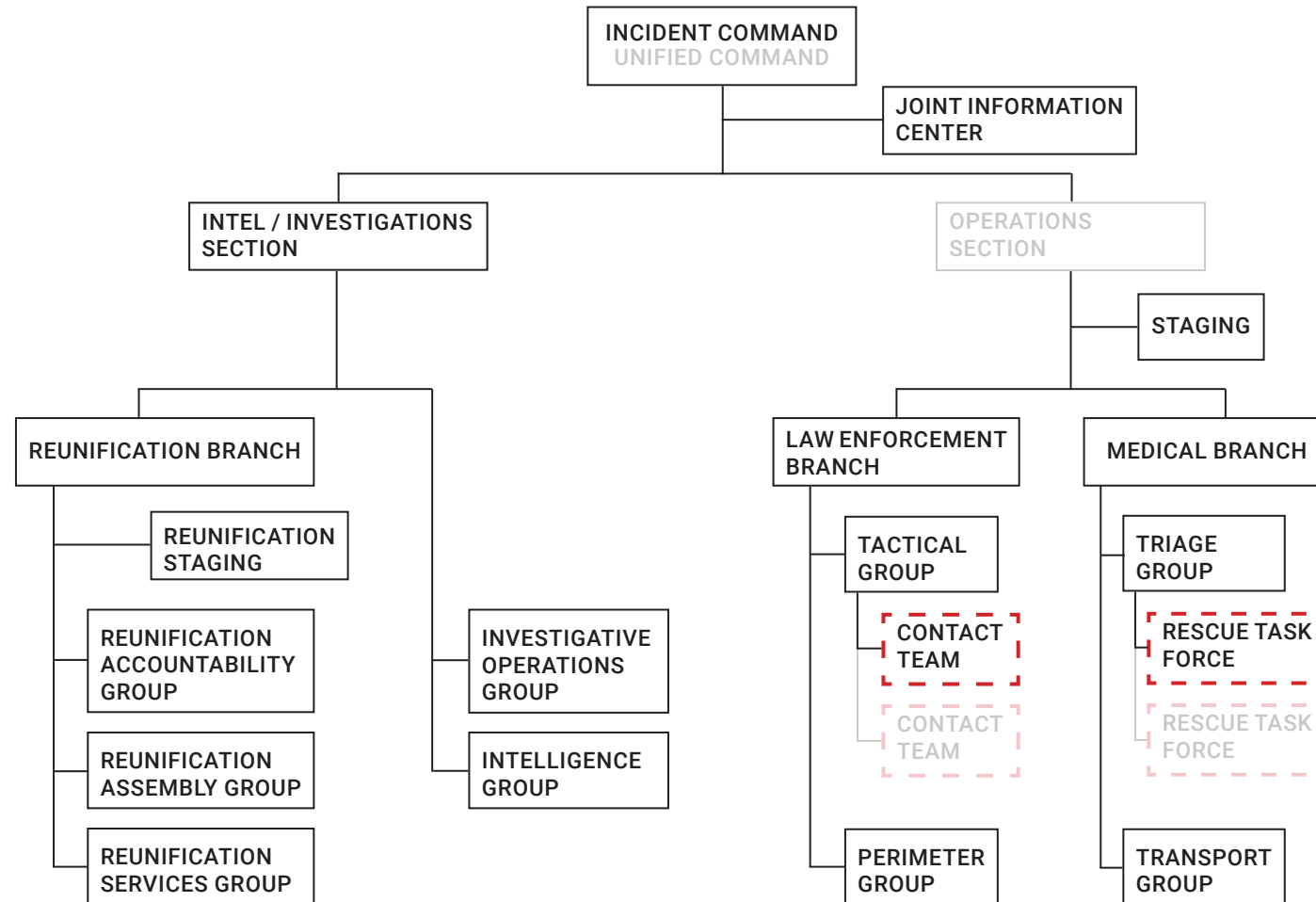
Fig 1. Active Shooter Incident Command Organizational Chart

INCIDENT COMMAND — UNIFIED COMMAND
- JOINT INFORMATION CENTER
- INTEL / INVESTIGATIONS SECTION
  - REUNIFICATION BRANCH
    - REUNIFICATION STAGING
    - REUNIFICATION ACCOUNTABILITY GROUP
    - REUNIFICATION ASSEMBLY GROUP
    - REUNIFICATION SERVICES GROUP
    - INVESTIGATIVE OPERATIONS GROUP
    - INTELLIGENCE GROUP
- OPERATIONS SECTION
  - STAGING
  - LAW ENFORCEMENT BRANCH
    - TACTICAL GROUP
    - CONTACT TEAM
    - CONTACT TEAM
    - PERIMETER GROUP
  - MEDICAL BRANCH
    - TRIAGE GROUP
    - RESCUE TASK FORCE
    - RESCUE TASK FORCE
    - TRANSPORT GROUP

WARNING! Rev 3.0 7/2019

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START ON OTHER SIDE