

Shooting Incident

1. **Do not** investigate sounds of gunshots.
2. Contact the Moorhead Police (9-911) immediately. Also notify Campus Security (2449).
3. Give as much detail as possible about the situation.
 - Shooter's location
 - Anyone injured
 - Your location in relation to the shooter
 - Potential for additional shooting
4. If it is safe to do, assist others in evacuating the immediate area.
5. If it is safe to do, assist injured as carefully as possible until law enforcement and paramedics arrive.
6. Go to a building at least two blocks away from the affected building or area.
7. **If outside:** go inside a building as soon as possible. If you cannot enter a building, make yourself as compact as possible. Put something between yourself and the shooter. Try not to gather in groups. Notify Moorhead Police (9-911) and Campus Security (2449) when safe to do so.

If inside: turn off all lights, lock all doors and windows, if it is safe to do so. Crouch under desks/tables silently remain there until emergency personnel (Law Enforcement, Fire Department, Campus Security) signal an all-clear. Notify Moorhead Police (9-911) and Campus Security (2449) when safe to do so.
8. Refer all media questions to the Moorhead Police liaison and/ or the Executive Director of University Advancement.