



**California State University, Fullerton**  
**University Police**

**ACTIVE SHOOTER CHECKLIST Field Units**

Date of Incident: \_\_\_\_\_ Time of Incident: \_\_\_\_\_  
 Location of Incident: \_\_\_\_\_ Case#: \_\_\_\_\_

**The following steps should be implemented immediately upon receiving an active shooter report:**

Initial Officer: \_\_\_\_\_ ID#: \_\_\_\_\_

Activity	Completed	Comments
Request appropriate resources		
Determine if immediate deployment is required		
Broadcast all available information known		
Notify dispatch to initiate "active shooter" notification		
Establish an Incident Command Post		
Assemble contact team for immediate deployment		
Assemble rescue team, if enough staff available		
Maintain command post until properly relieved.		

**Staff deployment listing:**

Member Name	Designator	Position/equipment/comments