1. Identify the Incident. What’s going on?
2. Identify location. Where are we? Where are we in relation to the activity?
3. Where are my guests? Are they all with me?
4. What are my options?
	1. Run (Escape)
	2. Hide
	3. Fight
5. Safe gathering place
6. Check for injuries
7. Take attendance
8. 911 call, if safe
9. Manage injuries and people’s emotions, give people jobs
10. Preparation to fight (?)
11. Responding to First Responders
12. Talking to Emergency Personnel
13. Notifying the Front Office
14. Talking to reporters
15. Writing your account
16. Follow-up