

## **Counter Terrorism Staff Briefing**

The following is an example of a briefing that all Guardian VMI operatives would receive on the event day;

*“if you come across a suspicious person, object, or vehicle, report it immediately to your supervisor, using your radio or the telephone number provided”*

### **What are the suspicious signs that may give away terrorist?**

#### **External appearance:**

- Clothes unsuitable for the time of year (e.g. a heavy coat on a hot summers day)
- Anything unusually bulky under a person’s clothing

#### **Suspicious behaviour:**

- Nervousness, tension, profuse perspiration.
- Walking slowly while glancing right and left, or running in a suspicious manner.
- Repeated attempts to steer clear of security or police.
- Repeated nervousness concerning something underneath clothing
- Nervous, hesitant mumbling

#### **Suspicious equipment, tools and accessories;**

- A suitcase, handbag or backpack.
- Electrical wires, switches or electronic devices sticking out of the bag or pocket.

#### **How to identify a suspicious vehicle?**

- Vehicle license plates look improvised or mismatched (different front and rear plates).
- A vehicle parked suspiciously for a prolonged time in a central place or in a unauthorised area.
- A vehicle is noticeably loaded down.

#### **What to do if you suspect something?**

- Contact your supervisor and give them as much detail as possible about the circumstances.
- Wait for incident response team or police to arrive

#### **What to do in the event of a terrorist attack?**

- Work under direction of the senior person in charge, considering your safety and the patron’s safety at all times.
- Avoid, as best you can, tall buildings, glass windows, and vehicles.
- If there are police or any other emergency service in the vicinity, follow their instructions.

#### **What do I do if the incident is over?**

- Take direction from your supervisor.

#### **How to behave if you find yourself around a suicide bombing or shooting?**

- Keep calm and stay safe
- Keep alert, especially in crowded places.
- If you come across a suspicious person, suspicious object or suspicious vehicle – inform your supervisor immediately.

**Guardian VMI staff should never make comment to the media in any capacity relating to incidents occurring at the event.**

## **Active Shooter**

Attacks involving firearms do occur, so it is important to be prepared to react when an incident does occur. Having thought about your potential options and actions in advance will help you to make better informed decisions in a stressful and chaotic environment.

Your priority action should be to remove yourself and any others in your area from close proximity to the offender, or areas that they have or may be able to access. Your ability to safely do this and your available options may be determined by the following considerations:

### **Under immediate gunfire**

- Take cover initially, but attempt to leave the area as soon as possible if safe to do so.
- Try to first confirm that your escape route is safe.
- Leave most of your belongings behind (except for mobile phone).
- Do not congregate in open areas or wait at evacuation points.
- Provide guidance to people that might be unfamiliar with the area

### **Nearby gunfire**

- Leave the area immediately and move quickly away from the area that the gunfire is coming from, if it is safe to do so.
- In both situations you should try to maintain cover and concealment (see below).

### **Cover from gunfire**

- Brickwork or concrete walls
- Vehicles (engine block area)
- Large trees & fixed objects
- Earth banks/hills/mounds

### **Concealment from view (in addition to above options)**

- Building walls and partitions (internal and external)
- Vehicles
- Fences and other large structures
- Blinds/curtains

## **Hide**

If you don't believe you can safely evacuate, or this may not be the best option, then you may need to consider sheltering in place (providing there is a suitable option available).

- Avoid congregating in open areas, such as corridors and foyers.
- Consider locking/barricading yourself and others in a room or secure area.
- Secure your immediate environment and other vulnerable areas.
- Move away from the door, remain quiet and stay there until told otherwise by appropriate authorities, or you need to move for safety reasons.
- Silence mobile phones and other devices that may identify your presence.
- Try to contact police (000) or others to advise of your location/situation.
- Choose a location which may enable access to a more secure area.

## **Act**

- Constantly re-assess the situation and your options based on the best available information.
- These situations are very dynamic and often involve a moving threat.
- Consider whether a safe escape route might now be possible if the circumstances have changed.
- Assess better options for sheltering in place either within your current location or at an alternative location.
- Consider (only as a last resort) options for arming yourself with improvised weapons to defend yourself in the event that you are located by the offender.

## **See/Tell**

- The more information you can pass on to the police or venue management the better, but NEVER risk your own safety or the safety of others to gain it.

### **If it is safe to do so, think about obtaining the following information**

- Exact location of the incident
- description of the offender and whether moving in any particular direction
- details of any firearm/s being used
- number of people in the area and any that have been injured
- the motive or intent of the offender (if known or apparent)

Provide this information immediately to the police via 000 if this can be achieved safely.

You may be asked to remain on the line and provide any other information or updates that the operator requests or if the situation changes.

Consider providing information and advice to others that may be in your area that may be unsure of the current location of the threat and what they should do. Whether you are able to safely do this, and the communication methods available to you, will be determined by the circumstances and your own assessment of the situation.

## **Police response**

In an attack involving firearms a police officer's priority is to protect lives. One of their priority actions to achieve this will be to locate the offender and effectively manage that threat as quickly as possible, which could mean initially moving past people who need help.

As more police resources become involved they will attempt to quickly provide support and guidance to persons affected by the incident.

At some stage they will generally conduct a 'clearance' search of the location to ensure that all persons involved or impacted by the incident are located, and to make the scene safe.

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