



This Rules/Policy document is provided to you and your organization as a starting point or maturity checkpoint for existing rules/policies. It is brought to you on behalf of Jim McConnell, Principal Owner, and Ask McConnell, LLC – A Converged Security Services Provider. The content is not meant to cover every circumstance, industry, law, regulation, contractual requirement, threat, environment, or risk, but it provides an easy, defensible, highly accountable starting point for any organization. Please consult with your legal counsel and insurance provider about added requirements. If you know of peers that you think would find value in these resources, please have them contact us. These will be updated on our website regularly. We are not legally protecting these documents; we just ask for credit, shout-outs, and referrals if you find them helpful. If you have recommended updates, we are all ears. And if you need Converged Security Consulting and Training, please reach out, we would be honored to serve you and your organization.

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Emergency Evacuation/Shelter-In-Place

Updated: 01 May 2025

IMPORTANT POINT: In a true emergency, whether evacuation or shelter-in-place or “Run Hide Fight” or _____, it is nearly impossible to set RULES / POLICIES in this area. Procedures, guidelines, tips & tricks, absolutely, and can be a LONG list, many of which are readily available from local, state, and federal agencies. This set of rules/policy statements is geared towards before bad (left of boom) and after bad (recovery), NOT to control “in the moment”, only one rule needed: “Survive and don’t cause more injury”

Protecting human lives is the highest requirement of our entire organization, whether they are employees, customers, volunteers, visitors, or part of our supply chain while under some nexus to our organization.

- I will report security concerns, vulnerabilities, and threats to my supervisor or the organization’s Ethics Hotline or if they are unavailable, and I feel unsafe, I will call law enforcement.
- I will attend all training related to emergency evacuation, shelter-in-place, and active assailant
- I will follow law enforcement / first responder direction during any event.
- I will not deny ingress/egress to a victim or potential victim or first responder into a area I am in or controlling unless it would cause (additional) harm to them.
- I will manage or support the training of all personnel under my management in pre-incident training, whether it is evacuation drills, shelter-in-place drills, or medical response (e.g. Stop The Bleed ®)
- I will manage or support the warden system with team members of my organization, where operationally feasible.
- I will manage or support all after-action evaluations and improvements.
- I will manage or support a State of Security Report and Presentation, under Executive Session, at least yearly, that covers incidents, vulnerabilities, improvements, and metrics across all domains of Security, including emergency evacuation / shelter-in-place activities.

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Signature Note: I am a huge fan of wet signatures on these types of documents for accountability and investigation reasons. So you can add the parts below to each rule/policy document or have a collective wet signature and references in the Security Agreement document, located on the same webpage you got this rule / policy from. Organizational preference.

Print Full Legal Name

(Blue Ink) full Legal Name Signature
Style of signature must closely match Driver's License

Date
