

SECURITY and EMERGENCY PREPAREDNESS



Frequently Asked Questions

Catastrophic acts of violence continue to plague our nation. Recent events from coast-to-coast have shown us that violence can occur at anytime and anywhere. There is no time like the present to increase security measures at your organization. As you consider your options for security and emergency preparedness, you may have some of these common questions:

Q: What can we do to prevent a violent attack?

A: From simple steps any organization can take to in-depth emergency response planning, your preparations and actions have the potential to save lives. Start by locking all non-essential exterior doors (ensure they have panic hardware on them first), create a culture in your organization where people are encouraged to report suspicious behavior, and work with local law enforcement to complete a vulnerability assessment. Learn more on our [Safety Resources](#) and [Armed Intruder](#) pages on our website.

Q: What does my organization need to know about *concealed carry*?

A: When it comes to concealed carry by members or visitors, it is your choice to either allow or prohibit weapons in your facility. It is imperative, however, that those individuals and your organization comply with local or state laws and that you document your decision within policies, procedures, and/or signage.

It is important to note that there is a distinct difference in responsibilities between those who decide to carry a weapon on their own behalf versus those who are acting on behalf of your organization.

NOTE: As a best practice, anyone carrying a concealed weapon who is *not* part of a formalized armed security team should not be carrying a weapon *on behalf of your organization* or while serving your organization. If you choose to allow for concealed carry, members and visitors should be carrying on their own behalf and in the interest of self-defense, thus bearing responsibility for their own actions.

Q: What does my organization need to know about *armed security*?

A: When you ask or allow individuals to carry a weapon *on behalf of your organization* or while serving your organization, much of the responsibility and liability for their actions transfers to your organization.

Therefore, we strongly recommend that only highly trained individuals be allowed to carry a weapon as part of a formalized security team.

As noted in our article on [Armed Security](#), we recommend that policyholders only use an armed security team comprised of active or off duty law enforcement or military personnel. A contracted security team may also be a possible solution, especially if the team maintains appropriate

licensure, insurance, and training standards. Generally, an armed security team of un-trained volunteers is the least desirable option because they often lack the training and experience to handle a weapon safely in a high-stress situation.

Prior to implementing armed security in your operations, contact Church Mutual's Customer Service team at 800-554-2642. Our underwriting team will evaluate the additional coverage requirements for this exposure to ensure that your organization has the proper coverages in place.

Q: What should be included in security team policies and procedures?

A: For any security team, whether or not weapons are involved, it is highly recommended that you establish formalized policies and procedures. Common topics to include within a security policy or manual include: *vision statement; mission statement; objectives; core values; security team volunteer job description/responsibilities; training topics and frequency; medical response responsibilities; and standard operating procedures (chain of command, identification, dress and appearance, availability, assignments, incident reporting, staging and command, high risk event strategies, use of force policy, communications and more).*

We recommend working with local law enforcement and local legal counsel when developing policies and procedures to ensure best practices and legal standards are followed.

Q: Does my security team need training?

A: It is your organization's duty to ensure team members are operating in a safe and responsible manner and within the bounds of your policies and procedures. It is also important to ensure team members have the knowledge and expertise needed to complete the task at hand. For any security team, whether or not weapons are involved, members should receive regular training on policies, procedures, mock scenarios, and more. Check local and state laws for any minimum training requirements. If weapons are involved, members should also receive weapons proficiency training. Your organization should document and retain records for all training received.

Q: Where can I get additional information?

A: Additional information to help you protect your people and property can be found on Church Mutual's website:

- [Crime Prevention](#)
- [Armed Intruder](#)
- [ALICE](#)
- [Firestorm](#)

Information from [FEMA](#) is also available, including its [Guide for Developing High-Quality Emergency Operations Plans](#) and [Webinar](#).

For more information on security for your organization, contact Church Mutual's Risk Control Central at riskconsulting@churchmutual.com or at 800-554-2642, option 4, ext. 5213



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Active assailant planning checklist

Name of facility:

Person conducting assessment:

Date:

- ▶ **Has local law enforcement been asked to conduct a free "security vulnerability assessment" of your buildings and grounds as a way to evaluate the strengths and weaknesses of current security practices at your facility?**
 Satisfactory Needs Attention Not Applicable
 Action to be taken _____
- ▶ **Has a formal plan been developed that identifies threats to your organization, including suspicious behaviors, such as violent threats, acting out, unusual behavior, etc.**
 Satisfactory Needs Attention Not Applicable
 Action to be taken _____
- ▶ **Has a reporting mechanism been developed for anonymous reporting and formal reporting of suspicious activities?**
 Satisfactory Needs Attention Not Applicable
 Action to be taken _____
- ▶ **Does your security team conduct practice drills on different actions to take in response to various threats that could occur at your worship center?**
 Satisfactory Needs Attention Not Applicable
 Action to be taken _____
- ▶ **Are security sweeps and observations conducted before, during and after worship center events by trained staff/volunteers to help detect potential threats involving suspicious people, packages or vehicles?**
 Satisfactory Needs Attention Not Applicable
 Action to be taken _____
- ▶ **Have you established a means of communication with members, guests and employees in the event an active assailant enters your facility?**
 Satisfactory Needs Attention Not Applicable
 Action to be taken _____
- ▶ **Does your program outline steps for members, guests and employees to take in the event of an active assailant event such as Alert, Lockdown, Inform, Counter and Evacuate?**
 Satisfactory Needs Attention Not Applicable
 Action to be taken _____
- ▶ **Have rally points been established and has a communication method been developed to account for all members, guests and employees in attendance?**
 Satisfactory Needs Attention Not Applicable
 Action to be taken _____
- ▶ **Have you developed a communication plan to inform the families of members affected, as well as the news media of the event?**
 Satisfactory Needs Attention Not Applicable
 Action to be taken _____
- ▶ **Have you identified tasks you must complete after the event to further improve preparedness, planning, response or recovery?**
 Satisfactory Needs Attention Not Applicable
 Action to be taken _____