



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 412TH TEST WING (AFMC)
EDWARDS AIR FORCE BASE, CALIFORNIA**

23 July 2025

MEMORANDUM FOR 412TH TEST WING PERSONNEL

FROM: 412 TW/XPP Mission Assurance Chief

SUBJECT: 412th Test Wing (412 TW) Special Instructions (SPINS) for Installation Exercise
25-07 Active Shooter Drill

1. Overview: On an undisclosed date between 11-15 August 2025, the 412 TW will execute an active shooter drill on Edwards AFB. This exercise will be used to evaluate the installation's evacuation and reunification procedures following an Active Shooter incident.

2. Exercise Participants. The active shooter exercise is a drill, with the primary focus on 412th Mission Support Group (412 MSG) and Muroc Joint Unified School District (MJUSD). The following personnel and organizations are expected to participate:

- a. Select Tier 1 organizations (fire, security forces, emergency services personnel, etc).
- b. Emergency Operations Center (EOC) and supporting personnel.
- c. Other personnel and organizations as directed by Wing Operations Center (WOC), EOC, and appropriate leadership.

3. Exercise Communications and Control.

- a. All exercise communications will be prefaced with the words, "EXERCISE-EXERCISE-EXERCISE."
- b. Exercise conduct will be monitored and controlled by 412 TW/XP Exercise Control and "White Cell" members. The "White Cell" can be contacted via Land Mobile Radio (LMR), Channel XP1, Call Sign EXCON.

4. Standard Exercise Conduct Rules.

- a. Safety and security are of primary importance throughout exercise execution. In the event of a real-world emergency or safety/security incident, the exercise will immediately be paused. At any time during the exercise, anyone who identifies an unsafe act or security violation may call "KNOCK IT OFF" and play will be suspended until the situation can be further evaluated.
- b. 412 TW/CC has not authorized overtime/compensatory time for key/essential civilian employees that would be tasked to support operations in an equivalent real-world event.

- c. All personnel are to carry out exercise driven tasks in as realistic a manner as possible.
- d. All exercise participants will obey posted speed limits and traffic control devices.

5. Pre-Approved Simulations and Deviations (SIMs/DEVs). Every possible effort to limit the use of simulations and deviations must be taken. While some circumstances requiring simulation are unavoidable due to cost, safety, or asset availability, all simulations and deviations must be pre-approved by 412 TW/IG and/or 412 TW leadership.

- a. The 412 TW will not conduct 100% accountability via AFPAAS or Plan 17, *Pyramid Alert System Procedures* during the exercise.

- b. Lockdown: Only Muroc Joint Unified School District will lockdown for the exercise.

- c. To view the full list of pre-approved SIMs/DEVs, email the 412 TW/XPP Workflow at s531824@us.af.mil or contact Mr. Malcolm Warney at (661) 277-3792.

6. Exempt Personnel and Organizations. The following are exempt from participation in this exercise:

- a. Personnel directly supporting on-going real-world flying operations at the discretion of their unit commander.

- b. Honor Guard supporting/performing official ceremonial duties.

- c. Facilities and personnel actively participating in classes or testing.

- d. Military court facilities, when court is in session.

- e. Medical facilities and personnel actively providing patient care.

- f. Facilities and personnel participating in the conduct of religious services.

- g. AAFES/DECA/NAF business activities.

- h. Food Services: Burger King, Charlies, Taco Bell, Popeyes, Panda Express, Subway, and Wing Stop.

- i. Personnel conducting Drug Demand Reduction (DDR) testing.

- j. Military family housing and occupied dormitories.

- k. IG, WIT, White Cell, and Mission Assurance (EXCON) personnel directly supporting exercise conduct and control.

7. The 412 TW/XPP Mission Assurance Chief is responsible for oversight and execution of this program in accordance with applicable law, instruction, and policy. Any questions should be directed to 412 TW/XPP, Chief of Mission Assurance, Ms. Laura Shattuck at laura.shattuck@us.af.mil or DSN 527-4957.

LAURA SHATTUCK, NH-IV, DAF
Chief, Mission Assurance