

Bomb Threat Checklist

IF YOU RECEIVE A BOMB THREAT CALL

Record the date, time and caller ID number on the display.

Obtain as much information from the caller as possible by using the Checklist below.

Call Public Safety x3666 immediately after receiving the threat.

Public Safety will initiate emergency response procedures.

Assist emergency responders with an orderly evacuation ONLY when ordered by responders.

BOMB THREAT CHECKLIST

Date and Time of Call:

Caller's Number:

Sex of Caller:

When will the bomb explode?

Where is it right now?

What kind of bomb is it?

What will cause it to explode?

Did you place the bomb?

Why?

What is your address?

What is your name?

Exact wording of the threat:

Caller's Voice:

Calm _____

Excited _____

Soft _____

Loud _____

Slurred _____

Clear _____

Deep _____

Ragged _____

Nasal _____

Raspy _____

Disguised _____

Familiar _____

Background Sounds:

Street noise _____

Voices _____

Office _____

Music _____

Machinery _____

PA system _____