

Bomb Threat 16-3.02-K

KNOW the steps to take if you receive a bomb threat via telephone, as presented in the E-PME Study Guide.

Bomb Threats

Terrorists use fear as a tool to try to elevate their own power. One tool used is the threat of massive damage by bombings. While many terrorist bombings are not forewarned, others have been preceded by warnings and threats.

Terrorists are not the only persons who make bomb threats. Angry individuals with an axe to grind, immature persons who get enjoyment out of inconveniencing others by creating a scene, and others may make bomb threats. Each and every bomb threat must be taken seriously.

Bomb Threat Plan

A telephone or written bomb threat may or may not state the location of the bomb, specify the time for detonation/ignition, or contain an ultimatum related to the detonation/ignition or concealment of the bomb.

Although most bomb threats are hoaxes, ***each threat must be treated seriously***. Immediate action needs to be taken to prevent personal injury. Your unit should have a standard procedure for handling bomb threats. The most effective measure to prevent a bomber from gaining access to your facility or building is to maintain a good visitor control policy.

Since most bomb threats are called in on the telephone, actions to take to respond to a telephonic bomb threat are presented here.

Telephonic Bomb Threat General Action

All personnel, especially those at the telephone switchboard, should be instructed in what to do if a bomb threat call is received. Actions to be taken are listed here.

- Respond calmly
 - Fill out bomb threat checklist
 - Record date and time
 - Listen for speech and background noise
 - Try to get significant information
 - Do NOT hang up
 - Notify OOD immediately
 - Request a tracer
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Respond Calmly

Respond calmly to a bomb threat call. If possible, get more than one person to listen to the call. Having a covert signaling system in place is good policy.

Keep the caller on the line as long as possible. Ask the caller to repeat the message. Note every word spoken by the caller and if possible record the call.

Remember to remain calm. A calm response could result in obtaining additional information, especially if the caller wishes to avoid injuries or deaths. Rarely has a bomb threat caller failed to allow ample time for evacuation. Generally, if the caller wanted to kill people, the call would not have been made. Terrorist organizations generally set off an explosion, then claim responsibility.

Fill Out Bomb Threat Checklist

Fill out the bomb threat checklist asking significant questions. Most callers of bona fide bomb threats will provide the information. Attempt to keep the caller talking and elicit further information if possible.

Record Date and Time

Record the date and precise time the threat is received. This information is needed to complete the Telephonic Bomb Threat Report and for law enforcement personnel.

Also, try to keep a record of the conversation as you are listening by writing down what the caller is telling you, at least the main points.

A sample Telephonic Bomb Threat Report is found on the following page.

Listen for Speech and Background Noise

Listen closely to the voice and speech. Note gender (male or female), quality (calm, excited), accents, speech impediments, etc.

Try to distinguish background noises, such as motors running, music playing, etc., that might provide a clue as to the caller's identity and location.

TELEPHONIC BOMB THREAT REPORT

EXACT WORDING OF _____

ASK CALLER:

WHEN IS THE BOMB GOING TO EXPLODE? _____

WHERE IS IT RIGHT NOW? _____

WHAT DOES IT LOOK LIKE? _____

WHAT KIND IS IT? _____

WHAT WILL MAKE IT EXPLODE? _____

WHAT ORGANIZATION DO YOU REPRESENT? _____

WHERE ARE YOU CALLING FROM? _____

WHY WAS IT _____

CALLER'S VOICE:

<input type="checkbox"/> CAL	<input type="checkbox"/> SOF	<input type="checkbox"/> DISTINCT	<input type="checkbox"/> LIS	<input type="checkbox"/> DEEP
<input type="checkbox"/> ANGRY	<input type="checkbox"/> LOU	<input type="checkbox"/> SLURRED	<input type="checkbox"/> RASPY	<input type="checkbox"/> CRACKLING
<input type="checkbox"/> EXCITED	<input type="checkbox"/> LAUGHTER		<input type="checkbox"/> DEE	<input type="checkbox"/> DISGUIS
<input type="checkbox"/> SLO	<input type="checkbox"/> CRYING	<input type="checkbox"/> NASAL	<input type="checkbox"/> RAGGED	<input type="checkbox"/> ACCE
<input type="checkbox"/> RAPI	<input type="checkbox"/> NORM	<input type="checkbox"/> STUTT	<input type="checkbox"/> FAMILI	<input type="checkbox"/> CLEARING

THREAT LANGUAGE:

<input type="checkbox"/> FLUENT	<input type="checkbox"/> INCOHERENT	<input type="checkbox"/> RATIONAL
<input type="checkbox"/> PRECISE	<input type="checkbox"/> ARTICULATE	<input type="checkbox"/> IRRATIONAL
<input type="checkbox"/> BROKEN	<input type="checkbox"/> REPEATING	<input type="checkbox"/> READING

ACCENT:

<input type="checkbox"/> SOUTHERN	<input type="checkbox"/> NEW ENGLAND	<input type="checkbox"/> BRITISH	<input type="checkbox"/> MIDDLE EAST
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BACKGROUND SOUNDS:

<input type="checkbox"/> TRAFFI	<input type="checkbox"/> CHILDR	<input type="checkbox"/> CLEA	<input type="checkbox"/> OTHER
<input type="checkbox"/> MACHINERY	<input type="checkbox"/> ANIMA	<input type="checkbox"/> STATI	_____
<input type="checkbox"/> OFFIC	<input type="checkbox"/> MUSIC	<input type="checkbox"/> LOCA	_____
<input type="checkbox"/> PA	<input type="checkbox"/> MOTO	<input type="checkbox"/> LONG DISTANCE	_____

ADDITIONAL

IMMEDIATELY REPORT CALL TO: _____

RECIPIENT OF CALL: _____

DATE: _____

TIM _____

AT PHONE NUMBER: _____

DON'T HANG UP

Try to Get Significant Information

Try to get the caller to answer these questions:

1. Where was the explosive device placed?
2. What time is it set to explode?
3. What does the explosive look like?
4. How will the device be set off (by timing mechanism, oxidizing agent, heat)?
5. Why was the bomb placed in this particular building or place?

Point out to the caller that by giving details, he or she is verifying the validity of the warning. Inform the caller that the building is occupied and that many innocent people could be killed or seriously injured.

Do NOT Hang Up

Do NOT hang up the phone when the call is completed. Either place the phone on hold if this option is available, or simply leave it off the hook. Make note if the call has been made from an internal phone.

Notify OOD Immediately

After the caller has answered the critical questions, or refused to do so, notify the Officer of the Day (OOD) immediately. If known, provide the following information:

- Location of the suspected device
 - Time of detonation.
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Request a Tracer

Using another telephone line, call the phone company. Advise them that a bomb threat has just been received on phone number ____-____ and request a “tracer” be put on. Many people have been caught this way. Once the trace is completed, you may hang up the phone.

Specific Action

Specific action to be taken depends upon the information obtained from the caller.

None of the appropriate actions presented will place untrained personnel in jeopardy, real or perceived, at any time during a bomb threat.

The three bomb conditions are:

- Bomb Condition I
 - Bomb Condition II
 - Bomb Condition III.
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Bomb Condition I



When a telephone threat is called in but information on the location or the time could not be obtained, the following actions need to be taken:

1. Immediately inform crew of the situation.
 2. Muster the crew and assemble search teams. Conduct a rapid search of the unit spaces, looking for any unusual objects in out-of-the-way places.
 3. Alert the nearest bomb or Explosives Ordnance Disposal (EOD) team of the bomb threat.
 4. Should a bomb or explosive device be found, make NO effort to move or disarm the device. The CO is to request assistance from the nearest EOD team.
 5. If no bomb is found, perform a detailed search of ALL spaces.
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Bomb Condition II



When a telephone threat is called and information on the EXACT location is received but NO time is given, the following actions need to be taken:

1. Immediately inform all crew members of the situation.
 2. Muster the crew and assemble search teams. Send an investigator to the indicated area to conduct a thorough search for the bomb. All other personnel should remain at muster.
 3. Should a bomb or explosive device be found, make NO effort to move or disarm the device. The CO is to request assistance from the nearest EOD team.
 4. If no bomb is found, conduct a thorough search of the group.
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Bomb Condition III



When a telephone threat is called in and information on the EXACT location and the EXACT time is received, the following actions need to be taken:

1. Proceed as in BOMB CONDITION II except...
 - ▶ Evacuate the area immediately
 - ▶ Conduct a thorough search.
 2. If no bomb/device is found, the area is to remain empty until the CO makes the determination to reoccupy the space (generally one hour after the expected detonation).
 3. If a bomb/device is found, make NO effort to move or disarm the device. The CO is to request assistance from the nearest EOD team.
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Bomb Reporting

As soon as possible after the call, the person receiving the bomb threat needs to fill out the unit's Bomb Threat Report as completely as possible. The form is to be brought to the authority designated by your unit.
