

## Telephone Bomb Threat Checklist

**KEEP CALM: Do not get excited or excite others:**

**In the event a bomb threat is received, CALL 911 and follow this checklist.**

Tell them you have received a bomb threat. They will advise you appropriately and ask you for information the threat such as the following:

TIME: Call received \_\_\_\_\_ Terminated \_\_\_\_\_

### **Exact Words of Caller:**

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### **Delay:**

- Give a coworker a signal to listen in.
- Ask caller to repeat statements.
- Try to allow time for the call to be traced.

### **Questions You Should Ask:**

1. What time is the bomb is set to explode?
2. Where is the bomb located? Get as specific as possible.
3. What kind of bomb is it?
4. What does the bomb looks like? Write down a description.
5. Why does the caller want to kill and injure innocent people?

### **Keep Track of:**

#### **VOICE DESCRIPTION:**

<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> Calm	<input type="checkbox"/> Nervous
<input type="checkbox"/> Old	<input type="checkbox"/> Young	<input type="checkbox"/> Middle-aged	<input type="checkbox"/> Refined
<input type="checkbox"/> Accent	<input type="checkbox"/> Laughter	<input type="checkbox"/> Crying	<input type="checkbox"/> Excited
<input type="checkbox"/> Rapid	<input type="checkbox"/> Slow	<input type="checkbox"/> Normal	<input type="checkbox"/> Rough
<input type="checkbox"/> Throat Clearing	<input type="checkbox"/> Cracking Voice	<input type="checkbox"/> Heavy Breather	<input type="checkbox"/> Hoarse
<input type="checkbox"/> Slurred	<input type="checkbox"/> Whispered	<input type="checkbox"/> Speech Impediment	

Unusual manner of phrasing? \_\_\_\_\_

Do you recognize the voice? \_\_\_\_\_

