

**BOMB THREAT CHECKLIST**

Your Name: \_\_\_\_\_ Phone number: \_\_\_\_\_

Phone Call In Person Email Letter Other \_\_\_\_\_

Time Threat Received: \_\_\_\_\_ Date: \_\_\_\_\_

**BE CALM, COURTEOUS, AND LISTEN VERY CAREFULLY. DO NOT ATTEMPT TO INTERRUPT THE INDIVIDUAL,**

TRY TO KEEP THE INDIVIDUAL TALKING. ASK INDIVIDUAL TO REPEAT MESSAGE. Inform the individual that a bomb

detonation can cause injury or death. Note: If this is an actual bomb threat, in many instances the individual is alerting someone because he/she has changed their mind and wants the bomb neutralized.

If the individual seems agreeable to further conversation, ask questions such as:

Where is the bomb? Building/Location \_\_\_\_\_ Area:  
\_\_\_\_\_

When was the bomb placed?  
\_\_\_\_\_

When is the bomb going to explode? Hour? \_\_\_\_\_ AM PM Time Remaining: \_\_\_\_\_

What kind of bomb is it?  
\_\_\_\_\_

What does the bomb look like?  
\_\_\_\_\_

Do you know who placed the bomb?  
\_\_\_\_\_

What is the reason for the bomb?  
\_\_\_\_\_

Where are you now? \_\_\_\_\_  
Name? \_\_\_\_\_

What is your address? \_\_\_\_\_ Affiliation? \_\_\_\_\_

Does the individual appear familiar with the plant or building by description of the bomb? Describe.  
\_\_\_\_\_  
\_\_\_\_\_

**Write out the message in its entirety and any other information on the other side of this checklist.**

During communication with the individual, try to acquire any information that may be helpful to police to identify the individual

and to locate the explosive device. Please check any and all of the following that may apply:

**Identification Characteristics**

Male  Female  Juvenile  Adult \_\_\_\_\_ Approx. age

**Describe Appearance** (race, height, weight, hair color, distinguishing marks)

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**Voice Characteristics**

high pitch  deep  loud  soft  pleasant  raspy  stutter

**Speech patterns**

fast  slow  distinct  distorted  nasal

**Language**

excellent  good  fair  poor  laughing

other \_\_\_\_\_

**Accent**

local  foreign  out of town Describe \_\_\_\_\_

**Manner**

calm  angry  rational  irrational  coherent  incoherent  nervous  righteous

emotional

other and explain

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**Background Noises**

factory machines  office machines  trains  airplanes  street  music (what kind) \_\_\_\_\_

quiet  voices  party atmosphere  other

Explain \_\_\_\_\_