

Bomb Threat

What to do if you receive a bomb threat by phone:

- 1 Listen, remain calm and courteous. Do not interrupt the caller.
- 2 Obtain as much information as you can. Ask the following questions:

When is the bomb going to explode? _____ Where is it right now? _____ What does it look like? _____ 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: _____ _____ _____ Sex of caller: <input type="checkbox"/> Man <input type="checkbox"/> Woman Age? _____ Accent/ethnicity? _____ Length of call: _____ Number at which call is received: _____ Name of person who answered phone: _____ Time: _____ Date: _____
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- 3 Note identifying characteristics, if possible:

Caller's Voice: <input type="checkbox"/> Calm <input type="checkbox"/> Normal <input type="checkbox"/> Ragged/Raspy <input type="checkbox"/> Angry <input type="checkbox"/> Distinct <input type="checkbox"/> Clearing throat <input type="checkbox"/> Excited <input type="checkbox"/> Slurred <input type="checkbox"/> Deep breathing <input type="checkbox"/> Slow <input type="checkbox"/> Nasal <input type="checkbox"/> Cracked voice <input type="checkbox"/> Soft <input type="checkbox"/> Stutter <input type="checkbox"/> Disguised <input type="checkbox"/> Loud <input type="checkbox"/> Lisp <input type="checkbox"/> Accent <input type="checkbox"/> Laughter <input type="checkbox"/> Fast <input type="checkbox"/> Deep <input type="checkbox"/> Crying <input type="checkbox"/> Familiar <input type="checkbox"/> Other If voice is familiar, who did it sound like? _____ _____	Threat Language: <input type="checkbox"/> Well spoken (educated) <input type="checkbox"/> Irrational <input type="checkbox"/> Foul language <input type="checkbox"/> Incoherent <input type="checkbox"/> Taped message <input type="checkbox"/> Message read by threat maker <input type="checkbox"/> Remarks _____ Background Sounds: <input type="checkbox"/> Street noises <input type="checkbox"/> House noises <input type="checkbox"/> Static <input type="checkbox"/> Animal noises <input type="checkbox"/> Motor <input type="checkbox"/> PA system <input type="checkbox"/> Clear <input type="checkbox"/> Other <input type="checkbox"/> Local <input type="checkbox"/> Voices <input type="checkbox"/> Office machinery <input type="checkbox"/> Long distance <input type="checkbox"/> Music <input type="checkbox"/> Factory machinery <input type="checkbox"/> Booth
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- 4 Relay the information immediately to Security **514-398-3000** (Downtown) or **514-398-7777** (Macdonald).
- 5 Write down everything you remember about the phone call you received while it is still fresh in your mind.
Under no circumstances should people endanger their lives by trying to locate the bomb.