

TELEPHONE BOMB THREAT CHECKLIST

INSTRUCTIONS: BE CALM, BE COURTEOUS. LISTEN. DO NOT INTERRUPT THE CALLER.

YOUR NAME:

TIME:

DATE:

CALLER'S IDENTITY SEX:

Male

Female

Adult

Juvenile

APPROXIMATE AGE:

ORIGIN OF CALL:

Local

Long Distance

Telephone Booth

VOICE CHARACTERISTICS		SPEECH		LANGUAGE	
Loud	Soft	Fast	Slow	Excellent	Good
High Pitch	Deep	Distinct	Distorted	Fair	Poor
Raspy	Pleasant	Stutter	Nasal	Foul	Other
Intoxicated	Other	Slurred	Other		
ACCENT		MANNER		BACKGROUND NOISES	
Local	Not Local	Calm	Angry	Factory	Trains
Foreign	Region	Rational	Irrational	Machines	Animals
Distinct		Coherent	Incoherent	Music	Quiet
		Deliberate	Emotional	Office	Voices
		Righteous	Laughing	Machines	Airplanes
				Street	Party
				Traffic	Atmosphere

BOMB FACTS

PRETEND DIFFICULTY HEARING - KEEP CALLER TALKING - IF CALLER SEEMS AGREEABLE TO FURTHER CONVERSATION, ASK QUESTIONS LIKE:

When will it go off?

Where is it located?

Certain Hour

Time Remaining

Building

Area

What kind of bomb?

What kind of package?

How do you know so much about the bomb?

What is your name and address?

If building is occupied, inform caller that detonation could cause injury or death.

Call Security/Authorities and relay information about call.

Did the caller appear familiar with plant or building (by his/her description of the bomb location)? Write out the message in its entirety and any other comments on a separate sheet of paper and attach to this checklist. Notify your supervisor immediately.