

Bomb Threat Call Procedures

Keep caller on the line – the longer he/she talks, the more we can learn.

Record as much of the message as possible on the form below – try to get exact words.

Tell the caller that the building is occupied and that the threatened action could result in the death or serious injury to many innocent persons.

Immediately upon termination of the call, report the information to 911.

Date: _____ Time of call: _____ Time caller Hung Up: _____

Exact Message (if possible): _____

Ask Caller:

Where is bomb located? (Building, floor, room, etc.) _____

When will it go off? _____

What does it look like? _____

Why? _____

Who put it there? _____

Callers name: _____

Information About Caller:

Sex: Male Female Estimated Age: _____

Pitch of Voice: Low Moderate High

Speech: Stutter Accent Peculiar Dialect

Where is caller? _____

If voice is familiar, who did it sound like? _____

Other: _____

Name & Number of Person Receiving Call: _____

Circle details noted from options below:

Callers Voice	Background Sounds	Threat Language
Calm	Nasal	Street Noises
Angry	Stutter	Crockery
Excited	Lisp	Voices
Slow	Raspy	PA System
Rapid	Deep	Music
Soft	Ragged	House Noises
Loud	Clearing throat	Motor
Laughter	Deep Breathing	Office Machinery
Crying	Crackling voice	
Normal	Disguised	
Distinct	Accent	
Slurred	Whispered	

REPORT CALL IMMEDIATELY TO 911