

# **ACTION ON RECEIPT OF A TELEPHONE BOMB THREAT**

NAME: \_\_\_\_\_

- **DO NOT HANG UP** (call may be able to be traced if you don't hang up.)
- **RECORD DATE & COMMENCEMENT TIME OF CALL** \_\_\_\_\_
- **INFORM CALLER WHICH CITY/CAMPUS/BUILDING YOU ARE ANSWERING FROM**
- **RECORD THE EXACT WORDING OF THE THREAT**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- **ASK THESE QUESTIONS**

1 Where is the bomb right now? \_\_\_\_\_

2 When is it going to explode? \_\_\_\_\_

3 What does it look like? \_\_\_\_\_

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

5 What will cause it to explode? \_\_\_\_\_

6 Did you place the bomb? \_\_\_\_\_

7 Why? \_\_\_\_\_

8 What is your name? \_\_\_\_\_

9 What is your address? \_\_\_\_\_

10 What is your telephone number? \_\_\_\_\_

- **RECORD TIME CALL COMPLETED**

\_\_\_\_\_

- **IF AUTOMATIC NUMBER REVEAL EQUIPMENT IS USED, RECORD NUMBER SHOWN**

\_\_\_\_\_

- **DO NOT HANG UP – USE DIFFERENT PHONE IF POSSIBLE, IMMEDIATELY**

**DIAL 5** OR INFORM SECURITY Ext 4444

**THIS PART SHOULD BE COMPLETED ONCE THE CALLER HAS HUNG UP AND SWITCHBOARD AND/OR SECURITY HAVE BEEN INFORMED**

Phone number at which call was received \_\_\_\_\_

**ABOUT THE CALLER**

Sex of caller? Male  Female  Nationality \_\_\_\_\_ Age \_\_\_\_

**THREAT LANGUAGE**

Calm  Crying  Clearing throat  Angry  Nasal  Slurred

Excited  Stutter  Disguised  Slow  Lisp  Accent  \*

Rapid  Deep  Familiar  Laughter  Hoarse

If the voice sounded familiar, who's did it sound like?

\_\_\_\_\_

\*What accent \_\_\_\_\_

**BACKGROUND SOUNDS**

Street noises  House noises  Animal noises  Crockery  Motor

Clear  Voice  Static  PA System  Booth

Music  Factory machinery  Office machinery  Plane/Train

Other (specify) \_\_\_\_\_

**REMARKS**

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_