

## WHAT TO DO IN THE EVENT OF BOMB THREAT:

### Treat All Bomb Threats Seriously -

Any staff member may receive a bomb threat by telephone, mail, or a note. They may also happen upon a suspicious package or letter. Do not disturb it. The person receiving the threat should obtain as much information as possible.

#### Questions to ask:

When is the bomb going to explode?  
Where is it right now?  
What does it look like?  
What kind of a bomb is it?  
What will cause it to explode?  
Did you place the bomb?  
Why?  
What is your address?  
What is your name?

#### Note:

Exact wording of threat  
Sex of caller  
Any accent  
Approximate age  
Length of call  
Number at which call was received  
Time            Date

#### Callers Voice:

Calm	Loud	Nasal	Clearing throat
Angry	Laughter	Stutter	Deep Breathing
Excited	Crying	Lisp	Cracking voice
Slow	Normal	Raspy	Disguised
Rapid	Distinct	Deep	Accent
Soft	Slurred	Ragged	Familiar – Whom does it sound like?

#### Background Sounds:

Street	Music	Machinery	Static
Crockery	House	Factory	
Local	Educated	Voices	Motor
Animal sounds		Long Distance	
Office	Clear	Other	PA System

#### Threat Language:

Well spoken	Incoherent
Taped	Foul
Message read	Irrational

#### Immediately Contact:

Campus Security Officer – 4199, Campus security will contact:  
Buildings & Grounds - X4115  
President's Office - x4111  
Vice President's Office -x4333

## BOMB THREAT