

*Bomb Threat First Responder  
Considerations*





Prior Planning in  
Bomb Threat  
Situations is Critical

# *PLANNING AND PREPARATION*

- ORGANIZATION
- LIAISON
- COOPERATION
- CONTROL
- PREVENTION

# *Planning Bomb Threat Response*

- Requires Input from:
  - Management
  - Supervisors
  - Employees
  - Maintenance
  - Security

# *Considerations*



- Building Size
- Number of Employees
- Construction of Facility
- Exits
- Type of Work Performed
- Materials Present at Facility

# *Minimizing the Threat*



- Restrict Access
- Inspect Packages/Deliveries
- Control Keys
- Video Surveillance
- Lighting

# *RECEIVING A THREAT*

- WRITTEN
  - \* MINIMIZE HANDLING
  - \* TREAT AS EVIDENCE
- ORAL
  - \* DOCUMENT DETAILS
  - \* CONSIDER TAPE RECORDING

# *Evaluating the Threat*

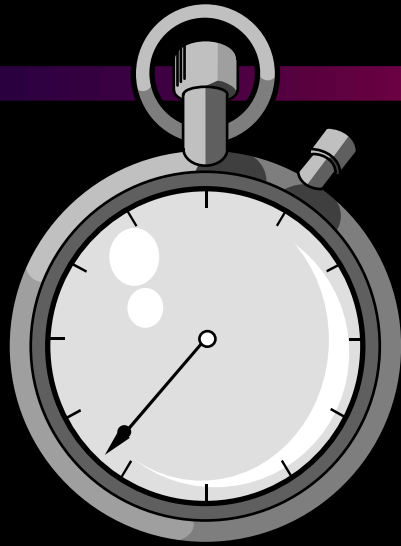


More Information = Better  
Evaluation of Threat

# *Does the Threat Include*

- Building Layout Information?
- Knowledge of the Type of Business?
- Reason for planting the bomb?
- Details of Bomb Construction?

*Time*



Did the Threat Include a Time the  
Bomb would Function?

# Bomb Threat Card

Place This Card Under Your Telephone

**QUESTIONS TO ASK:**

1. When is the bomb going to explode?
2. Where is it right now?
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 address?
9. What is your name?

**EXACT WORDING OF THE THREAT:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Sex of caller: \_\_\_\_\_ Race: \_\_\_\_\_  
 Age: \_\_\_\_\_ Length of call: \_\_\_\_\_

Number at which call is received: \_\_\_\_\_

Time: \_\_\_\_\_ Date: \_\_\_\_\_

**BOMB THREAT**

FD-503 (Rev. 11-15-83)

**CALLER'S VOICE:**

|                |                       |
|----------------|-----------------------|
| _____ Calm     | _____ Nasal           |
| _____ Angry    | _____ Stutter         |
| _____ Excited  | _____ Lisp            |
| _____ Slow     | _____ Raspy           |
| _____ Rapid    | _____ Deep            |
| _____ Soft     | _____ Ragged          |
| _____ Loud     | _____ Clearing throat |
| _____ Laughter | _____ Deep breathing  |
| _____ Crying   | _____ Cracking voice  |
| _____ Normal   | _____ Disguised       |
| _____ Distinct | _____ Accent          |
| _____ Slurred  | _____ Familiar        |
|                | _____ Whispered       |

If voice is familiar, who did it sound like?  
 \_\_\_\_\_

**BACKGROUND SOUNDS:**

|                        |                         |
|------------------------|-------------------------|
| _____ Street noises    | _____ Factory machinery |
| _____ Crockery         | _____ Animal noises     |
| _____ Voices           | _____ Clear             |
| _____ PA System        | _____ Static            |
| _____ Music            | _____ Local             |
| _____ House noises     | _____ Long distance     |
| _____ Motor            | _____ Booth             |
| _____ Office machinery | _____ Other _____       |

**THREAT LANGUAGE:**

|                              |                                    |
|------------------------------|------------------------------------|
| _____ Well spoken (educated) | _____ Incoherent                   |
| _____ Foul                   | _____ Taped                        |
| _____ Irrational             | _____ Message read by threat maker |

**REMARKS:** \_\_\_\_\_

\_\_\_\_\_

**Report call immediately to:**

Phone number \_\_\_\_\_

.....

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

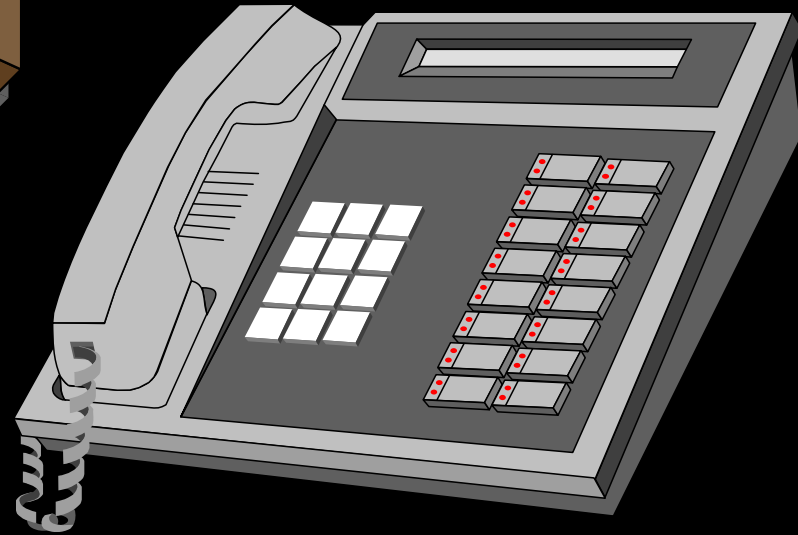
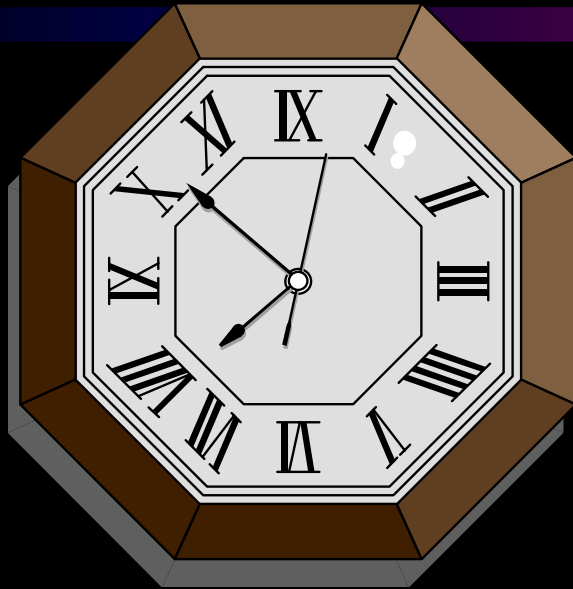
Name \_\_\_\_\_

Position \_\_\_\_\_

Phone number \_\_\_\_\_



# *Important Information*



## BACKGROUND SOUNDS:

|       |                     |             |                      |
|-------|---------------------|-------------|----------------------|
| _____ | Street<br>noises    | _____       | Factory<br>machinery |
| _____ | Crockery            | _____       | Animal noises        |
| _____ | Voices              | _____       | Clear                |
| _____ | PA System           | _____       | Static               |
| _____ | Music               | _____       | Local                |
| _____ | House<br>noises     | _____       | Long distance        |
| _____ | Motor               | _____       | Booth                |
| _____ | Office<br>machinery | Other _____ |                      |
|       |                     | _____       |                      |
|       |                     | _____       |                      |

## THREAT LANGUAGE:

\_\_\_\_\_ Well spoken \_\_\_\_\_ Incoherent  
                  (educated) \_\_\_\_\_ Taped  
\_\_\_\_\_ Foul \_\_\_\_\_ Message read by  
\_\_\_\_\_ Irrational threat maker

**REMARKS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## CALLER'S VOICE:

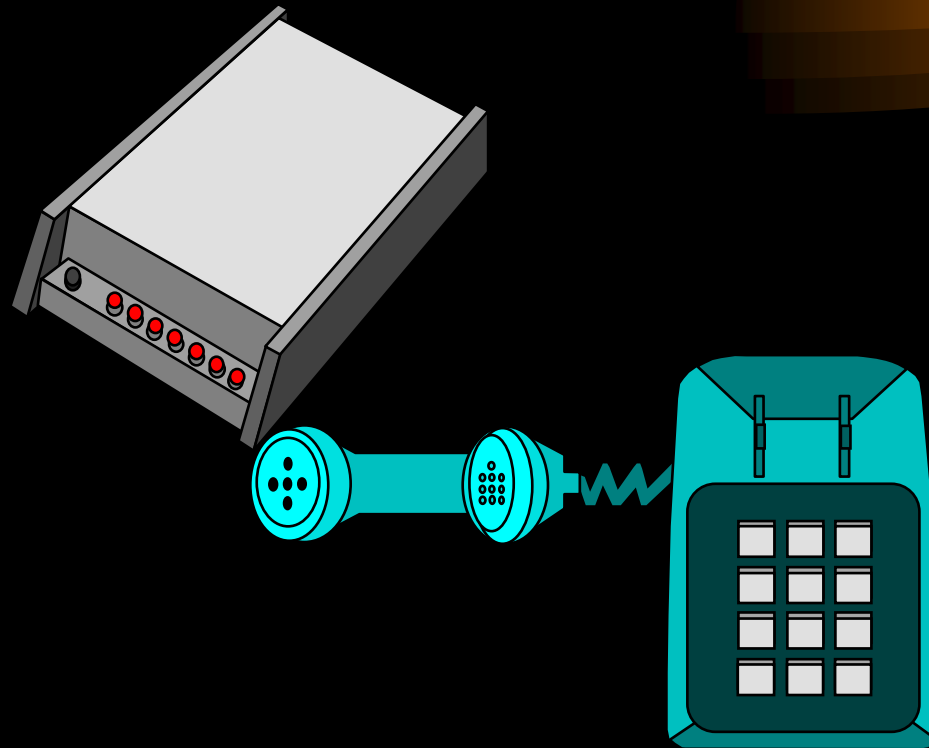
- |       |          |       |                 |
|-------|----------|-------|-----------------|
| _____ | Calm     | _____ | Nasal           |
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| _____ | Excited  | _____ | Lisp            |
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| _____ | Loud     | _____ | Clearing throat |
| _____ | Laughter | _____ | Deep breathing  |
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| _____ | Normal   | _____ | Disguised       |
| _____ | Distinct | _____ | Accent          |
| _____ | Slurred  | _____ | Familiar        |
| _____ |          | _____ | Whispered       |

If voice is familiar, who did it sound like?

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Consider having tape recording capabilities on main phone lines




# *Reporting Bomb Threats*

- Designate person in organization to whom all threats should be reported
- Designated person should then contact appropriate law enforcement agency

# *Evaluating Bomb Threats*

- Have there been prior acts against this entity?
- Have there been prior acts against other, similar entities?
- Is this part of a series of threats?
- How accessible is the facility to the public?
- What security measures are in place?
- What other tenants are in the facility?
- Is it a specific or non-specific threat?

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- In 1998, USSS study found that none of 43 assassins studied issued a direct threat to the target, prior to the attack.
  - “Howlers howl”
  - “Hunters hunt”

# *Deciding to Evacuate*

- The decision to evacuate is made after evaluating the threat using the guidelines provided by management personnel

# *Types of Evacuation*

- No Action
- Search but no Evacuation
- Partial Evacuation
- Total Evacuation and search

Decision to evacuate rests with the entity  
receiving the threat



Automatic total evacuations may  
lead to additional threats

Organizations should consider the effect of  
their response on future events

# *Considerations when Evacuating*

- Minimum distance: 300 feet, behind cover
- Be alert for secondary devices
- Search evacuation areas
- Have primary and secondary evacuation routes
- Employees should take personal items (briefcases, purses, etc.)

# *Considerations (continued)*

- Evacuation signal
- Evacuation team
- Provide for communications
- Other considerations

# *Building Searches*



Whether or not an evacuation is ordered, a search can be conducted, depending upon the assessed threat

# *Types of Searches*



- Overt
  - Each Employee searches their own work area
- Covert
  - Management searches areas
- Special Team Search
  - Composed of representatives from all levels and sectors of entity

# *Overt Searches*

- **Benefits**
  - Completed Quickly
  - Less Loss of Productivity
  - Employees know their own areas
- **Drawbacks**
  - Lack of training
  - Bomber could be an employee
  - Can't equip everyone

# *Covert Searches*

- **Benefits**

- Fastest type of search
- Minimal loss of productivity

- **Drawbacks**

- Not as thorough
- Adverse impact on morale
- Safety hazards

# *Special Team Searches*

- Benefits
  - Always has someone familiar with area
  - Will not adversely affect morale
  - Most effective
- Drawbacks
  - Most time consuming
  - Most loss of productivity

# *Conducting the Search*



An effective search requires  
prior planning and coordination  
within the organization

# *Before a Threat is Received*

- Obtain plans of the facility
- Divide into search zones
- Identify search teams and points of contact
- Provide searchers with instruction and supplies

# *General Search Principles*

- Search public areas first, then restricted areas
- Mark areas that have been searched
- Don't change the position of light switches
- Upon entering a space, listen for any unusual sounds
- Report results of search to designated person

# *Search Principals*



- Outside to inside
- Bottom to top
- Give key assets priority

# *Basic Equipment*



- Flashlight
- Marking Equipment
  - Chalk
  - Colored Tape

## Specialty Equipment

Mirrors

Fiber Optic Scopes

# *Breakdown of Personnel*

- 25% to Exterior Searches
- 50% to Detailed Room Searches
- 25% to Vulnerable Public Areas
  - If no public areas, assign to room searches

# *Search Areas*



- Exterior Search
- Interior Search
- Room Search

# *Exterior Searches*

- Unidentified vehicles
- Sewers, drainage ditches, runoff areas
- Mailboxes
- Ornamental Structures
- Generators and all other power systems
- Trash receptacles
- Shrubbery
- Exterior ledges, overhangs, light fixtures, window boxes and gutters

# *Interior Searches*



- Lobbies
- Halls
- Stairs
- Restrooms
- Mechanical Areas
- Elevator Shafts (including tops of elevators)
- Cleaning and Storage Closets
- All rooms in the building

# *Room Searches*

- Two people per team
- Listen when entering room for unusual noises
- First person searches, second person watches, alternating during sweep
- If multiple teams are used in a room, divide responsibility for the room between teams

# *Room Searches*

- Search Pattern:
  - Search perimeter of room then interior of room
  - Check area from floor to waist on first pass
  - Check inside all counters and workspaces
  - Examine area from waist to ceiling
  - Check on top of furniture, particularly cabinets
  - Check false ceilings

# If a Suspect Package is Found:

- DO NOT TOUCH!


- Mark and Secure Location

- Terminate Search, Evacuate and Notify Law Enforcement

# *PROVIDE FOR:*



- BOMB DISPOSAL
- FIRE-FIGHTING
- RESCUE
- MEDICAL
- OTHER

- 
- ACCESS PROBLEMS
  - SPECIAL SEARCH EQUIPMENT
  - BOMB DOGS

# *Special Considerations*



- WMD Considerations
  - Multi-Jurisdictional Response
  - Graduated Response (Local Hazmat)
  - Encapsulated Suits/SCBA

# *SUSPECT ITEM (WMD)*



- Minimize Contact
- Minimize Handling
- Awareness of Secondary Devices


# *“HOT ZONE”*



- Isolate
- Evacuate
- Decontaminate
- Medically Evaluate
- Debrief Before Transport

# *MAIL BOMBS*




- 
- ESTABLISH SCREENING PROCEDURE
  - MAINTAIN CONSISTENCY
  - USE RELEVANT PROCEDURES

# *IF SCREENING WITH X-RAY-*

- TRAIN STAFF
- TEST AND RE-TRAIN

# *RECOGNITION FEATURES*

- EXCESS POSTAGE
- INCORRECT TITLES
- MISSPELLINGS OF COMMON NAMES
- OILY STAINS OR DISCOLORATION
- NO RETURN ADDRESS
- EXCESSIVE WEIGHT
- RIGID ENVELOPE
- LOPSIDED OR UNEVEN
- PROTRUDING WIRES OR TINFOIL
- VISUAL DISTRACTIONS

- 
- FOREIGN MAIL, AIR MAIL, OR SPECIAL DELIVERY
  - RESTRICTIVE MARKINGS SUCH AS “CONFIDENTIAL”, “PERSONAL”, ETC.
  - HAND WRITTEN OR POORLY TYPED ADDRESSES
  - EXCESSIVE SECURING MATERIAL SUCH AS MASKING TAPE OR STRING

*IF SUSPECT PACKAGE  
LOCATED:*



**“DON’T TOUCH!”**

*IF YOU SUSPECT IT IS A  
BOMB----*



*IT IS!*

*UNTIL SOMEONE  
COMPETENT PROVES  
OTHERWISE*



*IF YOU ARE GOING TO MAKE  
A MISTAKE----*

- ERROR ON THE SIDE OF SAFETY!



