Bomb Threat Checklist

Name of the Person receiving the call:______________________________________

Phone Number the call was received on:____________________________________

Time and Date:________________________________________________________

Caller ID/Telephone Number of person issuing the threat

_____________________________________________________________________

SEX:  Male [ ] Female [ ]

AGE:  Adult [ ] Juvenile [ ] Approximate Age ____

CALL ORIGIN:  Local [ ] Long Distance [ ] Internal [ ]

VOICE CHARACTERISTICS

[ ] Loud [ ] Deep [ ] Intoxicated [ ] Soft [ ] High Pitched [ ] Other

SPEECH

[ ] Fast [ ] Distinct [ ] Slurred [ ] Slow [ ] Distorted [ ] Lisp [ ] Other

LANGUAGE

[ ] Excellent [ ] Good [ ] Fair [ ] Poor [ ] Foul  [ ] Other

ACCENT

[ ] Local [ ] Foreign [ ] Regional:_______________

MANNER

[ ] Calm [ ] Rational [ ] Coherent [ ] Deliberate [ ] Party [ ] Deliberate [ ] Righteous

[ ] Angry [ ] Irrational [ ] Incoherent [ ] Emotional [ ] Laughing

BACKGROUND NOISE

[ ] Machines [ ] Confusion [ ] Music [ ] Office [ ] Mixed [ ] Trolley/Train

[ ] Busses/cars/trucks [ ] Animals [ ] Quiet [ ] Voices [ ] Airplanes
GENERAL PROCEDURES

1. Keep the caller talking if possible. (pretend difficulty with hearing)

2. Ask questions:

   • When will it go off?
     o Hour:
     o Time Remaining:
     o What Does it look like?
   • Where is it Located?
     o Building:
     o Area:
   • What kind of bomb is it?
   • Where are you now?
   • How do you know so much about this bomb?
   • What is your name and address?

3. Was the caller familiar with the bomb location? Write out the message in its entirety along with any other comments.