

Bomb Threat Checklist

- ☐ Time/date call was received: _____
- ☐ Call recipient's name: _____
- ☐ Caller ID of caller: _____
- ☐ Telephone number receiving call: _____
- ☐ Length of call: _____
- ☐ Origin of call: _____

Do not interrupt. Try to keep the caller talking. Once caller has finished speaking ask the following questions

- ☐ When is the bomb going to explode? _____
- ☐ Where is the bomb right now? _____
- ☐ What does the bomb look like? _____
- ☐ What kind of bomb is it? _____
- ☐ What will cause the bomb to explode? _____
- ☐ How do you know so much about the bomb? _____
- ☐ Did you place the bomb? Why? _____
- ☐ Where are you now? _____
- ☐ What is your name? _____
- ☐ What is your phone number? _____
- ☐ What is your address? _____

After receiving this call, report it immediately to the College Sheriff, ext. 2911, then fill out the rest of this form.

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Bomb Threat Checklist (page2)

☒ By the description of the bomb location, did the caller appear familiar with the facility/grounds?
____ Yes ____ No

☒ _____ Male _____ Female

☒ Approx. age: _____

☒ Voice characteristics:

Loud	Soft	High pitch	Deep/low
Raspy	Intoxicated	Pleasant	
Other:			

☒ Speech:

Fast	Slow	Normal	Distinct
Whispered	Stutter	Slurred	Lisp
Distorted	Nasal	Other:	

☒ Language:

Excellent	Good	Well-spoken/educated
Fair	Taped message	Message read by caller
Poor	Foul (cursing)	Other:

☒ Accent:

Local	Foreign	Not local	Disguised
Other:			

☒ Manner:

Calm	Rational	Coherent	Deliberate
Righteous	Irrational	Incoherent	Emotional
Angry	Deep breathing	Clearing throat	Cracking voice
Laughing	Other (sounded like):		

☒ Background sound:

Voices	House noises	Music
Airplanes	Clear	Factory machinery
Motor	Train	Street noises/traffic
PA system _	Bedlam	Static
Quiet	Animal sounds	Office machinery
Party atmosphere		Other: