

BOMB THREAT – GUIDELINES

01. Do not use the word "**Bomb**" while making any public address systems announcement. Just mention "**Emergency**". Word "**Bomb**" can cause "**Panic**".
02. The threatened areas / blocks should be evacuated. The "**Bomb**" threat should not be announced through the public address system, while evacuating the plant / building.
03. Bomb disposal squad to be informed.
 1. Make sure to provide - Address
Route guidelines
Telephone Nos. / Name
04. Seal – Off the area
05. Once sealed – off, do not allow anybody to re-enter the area.
06. Do not turn ON/OFF ant switch/equipment (if necessary, use flash light. Do not switch on any lights)
07. Stand quietly and listen for the ticking sound / hissing sound / burning fuse / electronic tones / smoke smell / petroleum odour.
08. Bomb search is permitted, If only he is an expert.
09. Assist the bomb disposal squad with plant layout/details of the area.
10. Wait for police instructions.

BOMB THREAT – CHECK LIST

As far as possible, try and gather the following information.

Message / Wording of threat :

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.....
.....
.....
.....

Date:

Make an effort to prolong the call and ask

“Where did you put the Bomb?” :

“Specific Place?” :

“When does the bomb explode?” :

“What does it look like?” :

“What type of Bomb?” : Explosive / Fire / Chemicals /
Others

“Why did you place the Bomb:” :

SUPPLEMENTARY INFORMATION

Caller’s Identity : Male / Female / Juvenile

Approximate age :

Language Spoke :

Language Accent : Local / Regional / Foreign / Other

Speech : Fast / Slow / Slurred / Distinct / Other

Voice : Loud / High Pitched / Intoxicated/ Soft /
Deep /Pleasant

LOCATION FAMILIARITY:

Familiar
Not Familiar
Knows about company activity
Knows company personnel
Familiar about road / Plot Nos.

BACK GROUND NOISE:

Office Machine
Factory Machine
House Noise
Plane
Train
Street Noise
Music
Others

DO NOT HANG UP THE PHONE

CO NOT DISCUSS

REPORT THE EMT