

# Telephone Bomb Threat Checklist

**KEEP CALM:** Do not get excited or excite others.

**TIME:** Call received: \_\_\_\_\_ am/pm Terminated: \_\_\_\_\_ am/pm

**EXACT WORDS OF CALLER:**

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**DELAY:** ASK CALLER TO REPEAT.

**Questions you should ask:**

A. Time bomb is set to explode?

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B. Where located? Floor: \_\_\_\_\_ Area: \_\_\_\_\_

C. Kind of bomb?

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D. Description?

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E. Reason for the bomb?

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**Voice description:**

\_\_\_ Male    \_\_\_ Female    \_\_\_ Young    \_\_\_ Old    \_\_\_ Middle Aged  
\_\_\_ Educated    \_\_\_ Nervous    \_\_\_ Calm    \_\_\_ Accent

**Other Descriptors:**

Accent \_\_\_ Yes \_\_\_ No

Describe \_\_\_\_\_

Speech Impediment \_\_\_ Yes \_\_\_ No

Describe \_\_\_\_\_

Unusual Phrases

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Recognize Voice? If so, who do you think it was?

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**BACKGROUND NOISE**

\_\_\_ Music    \_\_\_ Running Motor (Type) \_\_\_\_\_  
\_\_\_ Traffic    \_\_\_ Whistles \_\_\_ Bells \_\_\_ Horns \_\_\_ Aircraft \_\_\_ Tape Recorder  
\_\_\_ Machinery \_\_\_ Other \_\_\_\_\_

**ADDITIONAL INFORMATION**

- Did caller indicate knowledge of the facility? If so, how? In what way?
- What line did the call come in on?
- Is the number listed? Whose?