BOMB THREAT

Any one who may receive a bomb threat through two methods - by phone or by mail. Upon receipt of a bomb threat, take the following action:

**Threat by Phone**

Person receiving call should get the following information:

1. Call received on phone number ____________________________________________________
   Try to keep the caller on the phone, so the call can be recorded.

2. If possible, get another person on the phone to listen and take notes.
   Calmly ask the following questions:
   
   When will it explode? ___________________________________________________________
   Where is it? __________________________________________________________________
   What building? ________________________________________________________________
   What floor? ___________________________________________________________________
   What area? ___________________________________________________________________
   What type of bomb? ____________________________________________________________
   What does it look like? _________________________________________________________
   Why kill or injure innocent people? _____________________________________________
   
   Description of Caller's Voice
   Male _____ Female _____ Young _____ Middle _______ Age ______
   Old _____ Race ______ Nervous _____ Refined ______
   Speech Impediment ___________________________________________
   Unusual Phrases _____________________________________________
   Was the voice familiar? _______________________________________
   Who _______________________________________________________

Background Noise
   Music _______ Running Motor _______ Traffic _______
   Whistle _______ Bell _______ Horn _______ Aircraft _______

ARCHIVE

Replaced with Public Safety Operational Plan # 4

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Note: This Policy, like all other policies within Engineering and Facilities is not a contract and should not be relied upon as such. Questions concerning interpretation of this document or suggestions for improvement should be directed to MUSC Facilities and Engineering.

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Engineering & Facilities | January 1, 2006 |
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