

## Bomb Threat Checklist

**INSTRUCTIONS: Be calm and curious. Do not interrupt the caller.**

Your Name: \_\_\_\_\_ Time: \_\_\_\_\_ a.m./p.m.

Exact words of caller:

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Caller identity: (circle one)      Male/Female      Adult/Child

Voice characteristics: (circle all that apply)      Type of Accent: \_\_\_\_\_

Slow/Fast      Deep/High      Angry/Normal      Loud/Quiet

Background noise:

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**PRETEND DIFFICULTY WITH HEARING. Keep caller talking. If caller seems agreeable to further conversation, ask questions like:**

When will it go off: \_\_\_\_\_ Certain hour: \_\_\_\_\_ Time remaining: \_\_\_\_\_

Where is it located: \_\_\_\_\_ Building: \_\_\_\_\_ Area: \_\_\_\_\_

What kind of bomb is it: \_\_\_\_\_

Where are you now: \_\_\_\_\_

How do you know so much about the bomb: \_\_\_\_\_

What is your name and address:

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Does the caller appear familiar with the building by their description of the bomb location? Write out the message in its entirety and any other comments on a separate sheet of paper and attach to this sheet.