

# **BOMB THREAT**

**Should you receive a Bomb Threat or Malicious call, display this sign to the nearest person to you and proceed to fill out the Threat Information sheet provided.**

**After hanging up the phone follow the Malicious Call Identification Procedures.**

**Telephone number to report Bomb Threat or  
malicious call:**

**(703) 697-5555**

## MALICIOUS CALL IDENTIFICATION PROCEDURES

To assist law enforcement personnel in the identification of annoying, harassing or life threatening telephone calls, a Call Trace feature is activated in the DTS-W switching System, that will instantly record where a call came from (if it originated in the same signaling system). This service requires no additional equipment and can be accessed from a touch tone or rotary phone.

Perform the following actions on the same line (telephone number) that a threatening call came in on.

1. Hang up after a threatening call; Wait a few seconds.
2. Immediately seize the phone line again before another incoming call.
3. At the dial tone, press \*57 (or for rotary phones dial 1157).
4. Wait for the confirmation message that the call was traced.
5. Make a note of the telephone number the threatening call was received on and note of the time.
6. File a complaint with the Defense Protective Service enforcement agency, (703) 697-5555, and report the threatening call. Let them know when and from what number you traced the call. The telephone switch's buffer does not store this information indefinitely.

If the crank call is a bomb threat, then fill out the facing page as well as initiating call trace. Report the call immediately to your governing law enforcement agency.

The phone company's Annoyance Call Bureau will surrender the call trace report to the Police. The phone company will not surrender the report to any other authority.

If your telephone service is provided from a Non-TEMPO-Switch (PBX), check with the Information Management Office supporting your area for the CALL TRACE code number and reporting procedures.

\* Your Organization may choose you to report such calls to your own security personnel in addition to the Defense Protective Service. If this is the case, then please be sure to follow local policy guidelines.

**THIS BOOK MAY BE RECYCLED  
CALL YOUR BUILDING OR AGENCY RECYCLING COORDINATOR FOR ASSISTANCE**

# THREAT INFORMATION SHEET

It is imperative that you attempt to obtain as much of the requested information as possible. The caller may not always provide the answer to all of your questions, but the information obtained from the questions that they do respond to can help during the investigation. Immediately after termination of the call, notify the Defense Protective Service on 697-5555.

## QUESTIONS TO ASK:

### Bomb Threat

1. When is bomb going to explode?
2. Where is it right now?
3. What does it look like?
4. What kind of bomb is it?
5. What will cause it to explode?
6. Did you place the bomb?

### All Threats

7. Why are you making this threat?
8. What is your address?
9. What is your name?
10. Where are you calling from?

Exact wording of the threat: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## THREAT INFORMATION

Sex of Caller: \_\_\_\_\_ Race: \_\_\_\_\_ Age: \_\_\_\_\_ Length of Call: \_\_\_\_\_  
Number at Which Call Is Received: \_\_\_\_\_ Time Received: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

### Caller's Voice

\_\_\_\_\_ Calm \_\_\_\_\_ Nasal \_\_\_\_\_ Angry \_\_\_\_\_ Stutter \_\_\_\_\_ Slow \_\_\_\_\_ Lisp \_\_\_\_\_ Excited \_\_\_\_\_ Rapid  
\_\_\_\_\_ Raspy \_\_\_\_\_ Deep \_\_\_\_\_ Soft \_\_\_\_\_ Loud \_\_\_\_\_ Ragged \_\_\_\_\_ Laughter \_\_\_\_\_ Crying  
\_\_\_\_\_ Normal \_\_\_\_\_ Distinct \_\_\_\_\_ Slurred \_\_\_\_\_ Accent \_\_\_\_\_ Familiar \_\_\_\_\_ Disguised  
\_\_\_\_\_ Whispered \_\_\_\_\_ Clearing Throat \_\_\_\_\_ Deep Breathing \_\_\_\_\_ Cracking Voice  
\_\_\_\_\_ If Voice is Familiar, Who Did It Sound Like? \_\_\_\_\_

### Background Sounds

\_\_\_\_\_ Static \_\_\_\_\_ Voices \_\_\_\_\_ Clear \_\_\_\_\_ Motor \_\_\_\_\_ Music \_\_\_\_\_ Noise \_\_\_\_\_ Local  
\_\_\_\_\_ House Noise \_\_\_\_\_ Street Noise \_\_\_\_\_ Animal Noise \_\_\_\_\_ Office Machine \_\_\_\_\_ Crockery  
\_\_\_\_\_ Factory Machinery \_\_\_\_\_ Other \_\_\_\_\_

### Threat Language

\_\_\_\_\_ Well Spoken \_\_\_\_\_ Foul \_\_\_\_\_ Irrational \_\_\_\_\_ Taped \_\_\_\_\_ Incoherent  
\_\_\_\_\_ Message Read by Threat Maker

Remarks: \_\_\_\_\_  
\_\_\_\_\_