

TELEPHONE BOMB THREAT REPORT FORM

INSTRUCTIONS: Be calm and courteous. Listen, and do not interrupt the caller. Notify your supervisor of your activity by a prearranged signal while the caller is on the line.

Date: _____ Exact words of person placing call: _____

Time: _____

QUESTIONS TO ASK:

1. When is the bomb going to explode? _____
2. Where is the bomb right now? _____
3. What kind of bomb is it? _____
4. What does it look like? _____
5. Why did you place the bomb? _____

Try to determine the following (circle as appropriate):

Caller's Identity: Male Female Adult Juvenile Age: _____

Voice: Soft High-pitched Loud Deep Intoxicated Other _____

Accent: Local Foreign Region Description: _____

Speech: Fast Slow Distinct Distorted Stutter Slurred Nasal

Language: Excellent Good Fair Poor Foul Other _____

Manner: Calm Angry Rational Irrational Coherent Incoherent
Deliberate Emotional Righteous Laughing Intoxicated

Background Noises: Bedlam Trains Animals Music Voices
Mixed Office Machines Factory Machines Party Atmosphere
Airplanes Street Traffic Other _____

Additional Information: _____

Immediately after the call, notify the police (9-1-1 or 9-911) and then your supervisor.

Receiving Telephone Number

Person Receiving Call

*** Print this page and place next to your phone.**