BOMB THREAT - BY TELEPHONE CHECKLIST DO NOT HANG UP, REMAIN CALM!

Take the caller seriously. Ask a lot of questions using this checklist. Have a coworker call College Safety (53535) or call immediately upon hanging up.

ASK: When is the bomb going to explode? _____ Where is it right now? _____
What does it look like? _____ What will cause it to explode? _____
Did you place the bomb? _____ Why? _____
What is your name? _____
Exact Wording of Threat: _____

CALLER?S VOICE:(circle all that apply) Calm Loud Laughter Deep Breathing Lisp Nasal Angry
Deep Normal Crying Ragged Slow Stutter Soft Disguised Accent Cracked Raspy Excited
Clearing Throat Distinct Slurred Familiar

IF KNOWN: Name of Caller _____ Approximate Age _____
Date call was received _____ Time call was received _____ Number where call was received _____
Phone number or extension where call originated _____ Male/Female ____ Race _____