

Bomb Threats

If you receive a bomb threat by phone:

- Remain calm.
- Listen carefully.
- Do not interrupt the caller.
 - Try to keep the caller talking.
 - Keep the caller on the line as long as possible.
 - Record the phone number if your phone has Caller ID.
 - Do not anger the caller.
 - Write down exactly what the caller says and get as much detail as possible; use the Bomb Threat Call Form (located on the website).
- Immediately notify TMCC President or Designee and Facilities Manager Office at 1221 or 701-278-6974. They will make the determination to call 911.
- Evacuate the area.
- Do not erase threats if they are left on voice mail, desks, walls, etc.
- Meet and cooperate with responding Police personnel.

Turtle Mountain Community College Belcourt, North Dakota

Bomb Threat Call Form

1. If the threat is by phone, listen carefully to the exact words used by the caller.

a. Exact wording of the threat: _____

b. Questions to ask:

- When is the bomb going to explode?
- Where is it right now?
- What does it look like?
- What kind of bomb is it (type of explosive)?
- Did you place the bomb?
- Why?
- What is your address?
- What is your name?

c. Describe the caller's voice:

Calm Laughter Stutter Deep breathing

Angry Crying Lisp Cracking voice

Excited Normal Raspy Disguised

Slow Distinct Deep Accent

Rapid Slurred Ragged Familiar

Soft Nasal Whispered Clearing throat

Loud

If the voice is familiar, who does it sound like?

Sex of caller: Age: Race:

d. Threat Language:

Well spoken (educated) Incoherent

Foul Taped

Irrational Message read by threat-maker

e. Background sounds:

Street noises Motor Local

Dishes Office Machines Long distance

Voices Factory noises PA system

Animal noises Music House noises

Static Other (describe)

2. Length of call: _____

3. Number at which call was received, Time, Date: _____