

## Bomb Threat

### Upon Learning of a Bomb Threat:

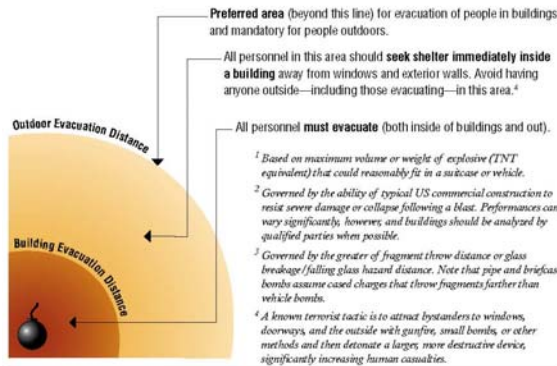
1. The person receiving a bomb threat call should attempt to get the exact location within the building where the bomb is alleged to be. If time permits, pass a note to a colleague requesting notification of the Command Center or local Police. Remain on the phone with the caller until the caller hangs-up. Attempt to record as much information as possible about the caller by recording the callers phone number located on the telephone's caller ID and vocal idiosyncrasies, gender, group affiliation, etc. Listen for noises in the background of the caller or for other clues that might indicate the caller's identity and location. As soon as possible, dial 911 to notify the Police and notify Building Management.
2. A person receiving a letter or card announcing a bomb threat will immediately dial 911 and notify Building Management.
3. In case you find a suspicious-looking object, package or other item. Do not disturb the suspicious item. When you are unfamiliar with the item and you are not sure what the contents of the package or item are, dial 911 and notify Building Management.
4. The Building Manager will determine if the situation warrants an immediate evacuation of offices near the area or a complete building evacuation. After the area has been deemed safe by the Police, occupants will return to their offices.
5. A Bomb Threat Checklist is located on the following page providing vital information to anyone who receives a Bomb Threat. Place the Checklist near your office phone. This will ensure the checklist is accessible if you receive a Bomb Threat through your phone.

### National Counterterrorism Center Bomb Threat Stand-Off Distances Chart

#### Bomb Threat Stand-Off Distances

Threat Description	Explosives Capacity <sup>1</sup> (TNT Equivalent)	Building Evacuation Distance <sup>2</sup>	Outdoor Evacuation Distance <sup>3</sup>
Pipe Bomb	5 LBS/ 2.3 KG	70 FT/ 21 M	850 FT/ 259 M
Briefcase/ Suitcase Bomb	50 LBS/ 23 KG	150 FT/ 46 M	1,850 FT/ 564 M
Compact Sedan	500 LBS/ 227 KG	320 FT/ 98 M	1,500 FT/ 457 M
Sedan	1,000 LBS/ 454 KG	400 FT/ 122 M	1,750 FT/ 534 M
Passenger/ Cargo Van	4,000 LBS/ 1,814 KG	640 FT/ 195 M	2,750 FT/ 838 M
Small Moving Van/ Delivery Truck	10,000 LBS/ 4,536 KG	860 FT/ 263 M	3,750 FT/ 1,143 M
Moving Van/ Water Truck	30,000 LBS/ 13,608 KG	1,240 FT/ 375 M	6,500 FT/ 1,982 M
Semi-Trailer	60,000 LBS/ 27,216 KG	1,500 FT/ 457 M	7,000 FT/ 2,134 M

This table is for general emergency planning only. A given building's vulnerability to explosions depends on its construction and composition. The data in these tables may not accurately reflect these variables. Some risk will remain for any persons closer than the Outdoor Evacuation Distance.



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[http://www.nctc.gov/site/pdfs/bomb\\_threat.pdf](http://www.nctc.gov/site/pdfs/bomb_threat.pdf)

#### TNT Equivalents for Various Explosives and Fuel-Air Mixtures

Explosive	Pressure Equivalent	Impulse Equivalent	Remarks/Maximum Pressure
TNT	1.0	1.0	
C-4	1.3	1.5	
Composition B (60 RDX/40 TNT)	1.2	1.1	
Pentolite	1.42	1.44	
Dynamite 60 percent straight	0.9	0.9	
50 percent	0.9	—	
20 percent	0.7	—	
Blasting gel	0.85	0.85	
ANFO	0.82		
Smokeless powder	0.6		Dense Packing
Black powder	0.6		Dense Packing
Photo flash powder (aluminum, potassium perchlorate 40/60)	0.42		
<b>Fuel-Air (by weight)</b>			
Ethylene oxide	10+		300 psi
MAPP (welding gas)	10		200 psi
Acetylene			150 psi
Propane	6		120 psi
Methane			100 psi
Paint pigments			160 psi
Milk powder			135 psi
Flour	7		150 psi
Wood	7		160 psi
Sugar			134 psi
Aluminum	10		195 psi

A terrorist cell's skill in constructing Improvised Explosive Devices or Vehicle-Borne Improvised Explosive Devices (IED, VBIED) is likely to influence the type of attack it might execute. Bombmakers with only rudimentary skills may be restricted to assembling basic devices. A skilled journeyman bombmaker may have the competence needed to build a range of IEDs from small to large that are highly concealable or have advanced capabilities such as multiple triggering methods, directional blasts, or increased blast effect. Two hundred kilograms of explosives can make:



200 Pipe Bombs  
@ 1 kg each



20 Suicide Vests  
@ 10 kg each



2 small VBIEDs  
@ 100 kg each



Sufficient booster charge  
for 4,000 kg of homemade  
explosives in a VBIED.

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**Initial Bomb Threat**

Date: \_\_\_\_\_ Time of Call: \_\_\_\_\_  
Ext #: \_\_\_\_\_ Time Caller Hung Up: \_\_\_\_\_

If you receive a bomb threat, be calm, courteous, listen, and do not interrupt the caller. If possible, write down the caller's contact number, if caller ID is available. If time permits, pass a note to a colleague requesting notification of the Command Center or local Police. Remain on the phone with the caller until the caller hangs-up. Immediately write down everything your senses experienced during the call. The following Bomb Threat Checklist will provide you with the vital answers to the questions the Command Center or Police will ask you.

**Questions To Ask To Caller Making The Bomb Threat:**

- When is the bomb going to explode? \_\_\_\_\_
- Where is the bomb right now? \_\_\_\_\_
- What kind of bomb is it? \_\_\_\_\_
- What does it look like? \_\_\_\_\_
- Why did you place the bomb? \_\_\_\_\_
- What is your name? \_\_\_\_\_
- What is your telephone number? \_\_\_\_\_
- What is your address? \_\_\_\_\_

**Try To Determine The Following (Circle As Appropriate):**

<b>Caller's Identity:</b>	Male Female Adult Juvenile Age: <input type="text"/>
<b>Voice:</b>	Deep, High Pitch, Moderate Pitch, Low Pitch, Intoxicated, Loud, Raspy, Soft, Other: <input type="text"/>
<b>Accent:</b>	Local, Not Local, Foreign, Peculiar Region: <input type="text"/>
<b>Speech:</b>	Distinct, Distorted, Fast, Lisp, Nasal, Slow, Slurred, Stutter, Other: <input type="text"/>
<b>Language:</b>	Excellent, Good, Fair, Poor, Foul, Other: <input type="text"/>
<b>Manner:</b>	Angry, Calm, Coherent, Deliberate, Emotional, Incoherent, Intoxicated, Irrational, Laughing, Rational, Religious, Righteous, Other: <input type="text"/>
<b>Background Noises:</b>	Airplanes, Animals, Bedlam, Construction Equipment, Factory Machines, Maritime/Ships, Mixed, Music, Ocean, Office Machines, Party Atmosphere, Quiet, Street Traffic, Trains, Voices, Water, Other: <input type="text"/>

**If voice is familiar, who did it sound like:**

**Action To Take Immediately After Call:**

Notify the Command Center or Police. *Talk to no one other than supervisory or security personnel. Report Call Immediately To:*

Name: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_  
 Today's Date: \_\_\_\_\_  
 Your Name: \_\_\_\_\_  
 Your Position: \_\_\_\_\_  
 Your Telephone Number: \_\_\_\_\_

**Additional Information And Action Taken:**

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