

BOMB THREAT REPORT FORM

Time/Date Received: _____ AM/PM

Instructions: Be calm, courteous; listen; and do not interrupt caller.

Exact words of person placing the call:

- 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/mail the bomb? _____

- Description of the Caller's Voice:

Male Female Child Teenage Young Adult
Mature Middle-aged Elderly

- Voice Tone/Quality/Characteristics:

Loud Soft High Deep Raspy Pleasant
Intoxicated

- Speech:

Fast Slow Distinct Distorted Stutter Nasal Slurred
Lisp

- Accent:

Local Regional Foreign Cultural

- Manner:

Calm Angry Rational Irrational Coherent
Incoherent Deliberate Emotional Righteous Laughing

- Is the voice familiar? If not, does the voice remind you of anyone?

- Background Noise:

Animals Music Traffic Office Airplanes Trains
Factory Machinery Voices Party Quiet

- Call Termination:

Person(s) receiving/monitoring call: _____

Home address(s) of receiving persons: _____

Telephone Extension: _____

Building _____ Department _____

- Call Origin:

Campus _____ Off-Campus _____

Displayed number on telephone _____