

Bomb Threat

If a bomb threat is received:

1. Stay calm.
2. If your phone has Caller ID, record the number displayed.
3. Gain the attention of someone else nearby, point to this information and have that person call 911. This call should be made out of hearing range from the caller.
4. Try to keep the caller on the phone long enough to complete the Bomb Threat Check Sheet located on the next page.
5. Ask check-sheet questions.
6. Work with arriving emergency personnel to assist them in evaluating the situation.
7. Assist emergency responders with a search of the area, if requested.
8. Provide for an orderly evacuation only when ordered by emergency personnel.
9. If the threat is received via voicemail or e-mail, save and give to the police.

Bomb Threat Check Sheet

Exact time of call:

Exact words of caller:

Questions to ask:

1. When is the bomb going to explode?
2. Where is the bomb?
3. What does it look like?
4. What kind of bomb is it?
5. What will cause it to explode?
6. Did you place the bomb?
7. Why?
8. Where are you calling from?
9. What is your address?
10. What is your name?

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Caller's voice: (circle)

Calm	Disguised	Nasal	Angry
Broken	Stutter	Slow	Sincere
Lisp	Rapid	Giggling	Deep
Crying	Squeaky	Excited	Stressed
Accent	Loud	Slurred	Normal

If voice is familiar, whom did it sound like?

Were there any background noises?

Remarks:

Person receiving call:

Telephone number call received at:

Date:

Report call immediately to 911.

If you have any questions, call the Community Services Section of the KU Public Safety Office at 864-5900, or email us at kupso@ku.edu or visit our home page at: <http://www.publicsafety.ku.edu/>

The annual security report about KU safety policies, crime statistics, and campus resources is available online at www.ku.edu/safety, or on paper by contacting the Office of the Vice Provost for Student Affairs, 133 Strong Hall, (785) 864-4060.

KU prohibits discrimination and harassment. Report discrimination and harassment to the Office of Institutional Opportunity and Access at IOA@ku.edu or (785) 864-6414, 711 TTY



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