CBRE Inc.

475 Brannan

Bomb Threat Check List

**CALL 911 IMMEDIATELY:** (If possible, ask someone else to call 911 during the call.) After calling 911, immediately contact Management 415-764-1004.

All employees, especially those answering phones, should keep a copy of this check list on their desk or near their phone at all times in the event a bomb threat is received.

**Tenant Company Name:**­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of Person Taking Call:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Title:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Phone number call came in on:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Time call was received:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**If Possible, Ask the Caller the Following Questions:**

1. When is the bomb going to explode?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Where is it right now?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. What will cause the bomb to explode?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Did you place the bomb?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. Why did you place the bomb?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Sex of caller:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Approximate length of call:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please check the adjectives that apply to the sound of the caller’s voice:**

|  |  |  |
| --- | --- | --- |
| * Calm
* Laughing
* Lisp
* Disguised
* Angry
* Crying
* Raspy
* Accent
 | * Excited
* Normal
* Deep
* Familiar (who did it sound like?)
* Slow
* Cracking Voice
* Slurred Voice
 | * Loud
* Nasal
* Rapid
* Clearing Throat
* Stutter
* Deep Breathing
* Soft
 |

**Describe Threat Language:**

|  |  |  |
| --- | --- | --- |
| * Well Spoken
* Educated
* Foul
 | * Irrational
* Incoherent
* Recorded
 |  |

**Describe any Background Sounds Heard:**

|  |  |  |
| --- | --- | --- |
| * Street Noises
* Crockery
* Voices
* PA System
* Static
* House Noises
 | * Motor
* Factory or Machinery
* Local
* Long Distance
* Telephone Booth
* Clear
 | * Cell Phone
* Music
* Animals
* Office
* Other
 |