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 |