

The Aerospace Corporation

Emergency Procedures Quick Reference Guide



Bomb Threat

IN THE EVENT OF A BOMB THREAT:

- Get as much information as possible from the caller
- **IMPORTANT:** Write down the name and number that appears on the caller ID display.
- Be sure to note:
 - Time of the call
 - Gender of the caller
 - The caller's exact words
 - Noticeable characteristics of the caller (accent, nervous, laughing, crying, breathing hard, etc)
 - Any information about the explosive device or its location
- Report the threat immediately to 911
- Follow the specified protocols if evacuation is initiated and return until advised to return