

CORPORATE REALTY, INC. BOMB THREAT FORM

Prior to bomb threat call, ascertain business telephone numbers of your firm's Safety Warden and your floor's Deputy Warden.

INSTRUCTIONS: Listen, do not interrupt the caller. If possible, pass a written note to the person closest to you, advising, "Bomb Threat", and the telephone number of the Safety Warden and the floor's Deputy Warden.

DATE/TIME _____

PHONE NUMBER: _____

PERSON RECEIVING CALL: _____

EXACT WORDS OF THE 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 the bomb? _____

TRY TO DETERMINE THE FOLLOWING: (Circle appropriate word/s)

Caller's Identity: Male / Female/Adult/Juvenile Age _____ Race _____

Voice: Loud/Soft/ High pitch / Deep Raspy / Pleasant/Intoxicated /Other _____

Accent: Local / Not Local / Foreign/ Region/Other _____

Speech: Fast/ Slow/ Distorted /Stutter / Nasal / Slurred / Lisp / Other _____

Language: Excellent / Good / Fair / Poor / Foul / Other _____

Manner: Calm /Angry / Rational / Irrational / Coherent / Incoherent / Deliberate / Emotional

Background Noises: Office Machines /Factory Machines / Bedlam / Trains / Airplanes /
Animals / Music / Quiet / Voices / Mixes/ Street Traffic / Party

ACTION TO TAKE IMMEDIATELY AFTER CALL: Notify your Safety Warden as instructed.

*Talk to no one other than instructed by your Safety Warden.

**Note: Write any additional information available on back of page