

## **Bomb Threat**

If you observe a suspicious object or potential bomb on campus, **DO NOT HANDLE THE OBJECT!** Clear the area immediately and call ABAC Police (Department of Public Safety) at 391-5060.

Any person receiving a phone call bomb threat should attempt to ask the caller the following questions:

- When is the bomb going to explode?
- Where is the bomb located?
- What kind of bomb is it?
- What does it look like?
- Why did you place the bomb?
- What is your name?

Keep talking to the caller as long possible and record the following:

- Time of call
- Age and sex of caller
- Speech pattern, accent, possible nationality, etc
- Emotional state of caller
- Background noise

Report the incident immediately to ABAC Police (Department of Public Safety) at 391-5060. The Senior Supervisor on-duty will notify the Vice-President of Fiscal and Physical Affairs and the Director of Public Safety.

A decision will be made by the Building Supervisor and Vice-President of Fiscal and Physical Affairs, after consulting the Senior Supervisor on duty and, if possible, the Director of Public Safety as to whether or not the building or area will be evacuated.

**EVACUATION NOT ORDERED-** ABAC Police (Department of Public Safety), in concert with employees in the affected area, may conduct a covert search. Employees will be asked to discreetly check their immediate work areas for any suspicious packages, devices, etc.

**EVACUATION ORDERED-** ABAC Police (Public Safety) personnel will conduct an evacuation of the area. ABAC Police (Public Safety) personnel in conjunction with local agencies, will conduct a search of the area to look for suspicious packages or devices. Should such an item be located, initiate the emergency response as listed below.

### **Searching for a Bomb**

- It should be remembered the best people to search are other employees familiar with the area. They are more aware of items that are out of place or alien to the location.
- The ideal team is two; one employee and one responding officer.
- Actions by those participating in the search should be well planned. Methodically search each room starting from front of building to back.
- Once inside a room, split up each half of the room by person and start from lower baseboard on up to the ceiling. Be consistent in search method.
- There should be no undue movement, bumping, or shaking of items.
- A bomb can be any shape, size, or color.
- If a suspected bomb is found in an occupied building, evacuate the building.

**BOMB/SUSPICIOUS DEVICE/PACKAGE LOCATED-**

If not already done so, ABAC Police (Department of Public Safety) will order the immediate evacuation of the area and identify a telephone in the immediate area to establish a communications center. **TWO-WAY RADIOS WILL NOT BE USED WITHIN 1000 FEET OF THE SUSPECTED DEVICE!** The President and Campus Emergency Response Team members will be contacted immediately. ABAC Police (Public Safety) personnel will contact the Explosive Ordinance Disposal Team at the GBI Bomb Disposal Team or through the Georgia Emergency Management Agency.