

# Lincoln Police Department

## Bomb Threats/Explosive Incidents

Date Issued: 09-14-2009

Review: 09-14-2011

### Policy (46.1.5)

- To keep the public and responders safety the foremost priority
- To assist any agency called upon for the incident

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### Purpose

The purpose of this directive is to cover the following

- receiving a Bomb Threat
- a suspected explosive device or suspicious package has been located
- an explosive device has detonated or a large scale evacuation is required

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### General Guidelines

Since the validity of a bomb threat cannot be determined initially

- the decision to evacuate or re-occupy the premises is that of the owner or manager
- Officers shall not order an evacuation based on only a threat
- If advise is sought the **recommendation** is to use caution & evacuate
- If a suspected device is located, the Fire Chief has the authority to order an evacuation.

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### Receiving a Bomb Threat

When a bomb threat call is made to this agency the receiver should

- Remain calm and professional
- Attempt to determine the location and detonation time of the bomb
- Keep the caller on the line for as long as possible and try to determine the reason for the placement of the alleged bomb
- Pay special attention to the caller, listen for speech patterns, terms used, background noise (see Bomb Threat worksheet)
- After the caller has hung up, attempt to trace the call

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### Responding to the scene

To reduce the risk of detonation, officer (s) should not

- **Touch or move** any suspicious objects or packages
- Allow anyone within 300 ft of a suspicious device
- Use any radios within 500 ft
- Touch any electrical devices or appliances

- Direct flashlight beams onto a possible device to prevent activation by photoelectric cell

**Never rule out the possibility of a secondary device**

**Evacuation Guidelines**

Keep people at least 300 ft from the building and away from glass doors and windows, as flying glass causes many injuries at explosions.

Make sure the evacuation route is clear and does not take people closer to the suspected device or suspicious package.

**Bomb Threat Procedures**

<b>Position</b>	<b>Duties</b>
Dispatcher	Advise officer to respond Notify the person in charge of the threatened premises of the bomb threat Notify a supervisor & Chief
Officer	Respond to take initial charge of the scene Advise owner of our general guidelines Conduct a search
Supervisor	Take charge of the scene

Make the following recommendations

- The most effective persons for a search are the residents/workers at the scene, as they are familiar with what “belongs there”.
- If a device/suspicious package/out of place item is found, immediately evacuate. **DO NOT TOUCH OR MOVE ANYTHING**

**Device has been located**

<b>Position</b>	<b>DUTIES</b>
Dispatcher	Notify Fire to respond Request Ambulance service to be on standby Fire Chief becomes incident commander when on the scene & establishes command center
Supervisor	Contact the NH State Police for bomb technician Maintain perimeter control Traffic Control Assist State Police

**Detonation or  
Evacuation is  
required**

Position	Duties
Dispatcher	Have ambulance respond to Command center
Incident Commander	Establishes command post and incident management procedures Coordinate efforts with other agencies Evacuate and secure area Follow any safety recommendations as given by a bomb technician

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**Reports**

Incident Debriefing <a href="#">Form 7.4.1</a>	All departmental members involved in the incident to the Chief 24 hours after the incident
Bomb Threat Worksheet <a href="#">Form 7.4.2</a>	By call taker to assist in obtaining data Time of the incident