



**SCN**  
SECURE COMMUNITY NETWORK

THE STRENGTH OF A PEOPLE. THE POWER OF COMMUNITY.

**BOMB  
THREAT**



**POLICE LINE DO NOT CROSS**

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# Incident Overview & Bomb Threat Protocols and Protective Measures

January 11, 2017

Secure Community Network



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THREAT



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## Briefings by:

- Mr. Paul Goldenberg, *Secure Community Network*
- Mr. Doron Horowitz, *Secure Community Network*
- Ms. Megan O'Dwyer, *Department of Homeland Security*
- Mr. Tony Villa, *Department of Homeland Security*



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# Mr. Paul Goldenberg, *National Director* *Secure Community Network*



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# Mr. Doron Horowitz, *National Security Adviser* *Secure Community Network*



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*Mr. Tony Villa, Outreach & Engagement Unit Chief  
Office for Bombing Prevention  
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January 11, 2017

# National Protection and Programs Directorate

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Office for Bombing Prevention

## **Introduction to Bomb Threat Management**

Briefing for the Secure Community Network



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# Content



Overview of Bombings



Impacts of Bombings and Threats



Bomb Threat Planning



Receiving a Bomb Threat



Responding to a Bomb Threat



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# Overview of Bombings: Domestic IED Threat

## Frequency

There were **over 400 bombings** and **1,670 bomb threat incidents** reported in the U.S. in 2015\*



## Targets

Commercial and religious facilities are attractive targets because they are easily accessible and heavily populated.



## Bombs in the United States

Bomber tactics are always changing. Awareness and preparedness greatly reduce the risk at commercial facilities posed by bombers.



**Perpetrators** Bombs are most commonly used by criminals and religiously-radicalized terrorists to inflict mass casualties

## Bombs

Pipe bombs and overpressure devices, such as bottles filled with volatile chemicals, are the most commonly



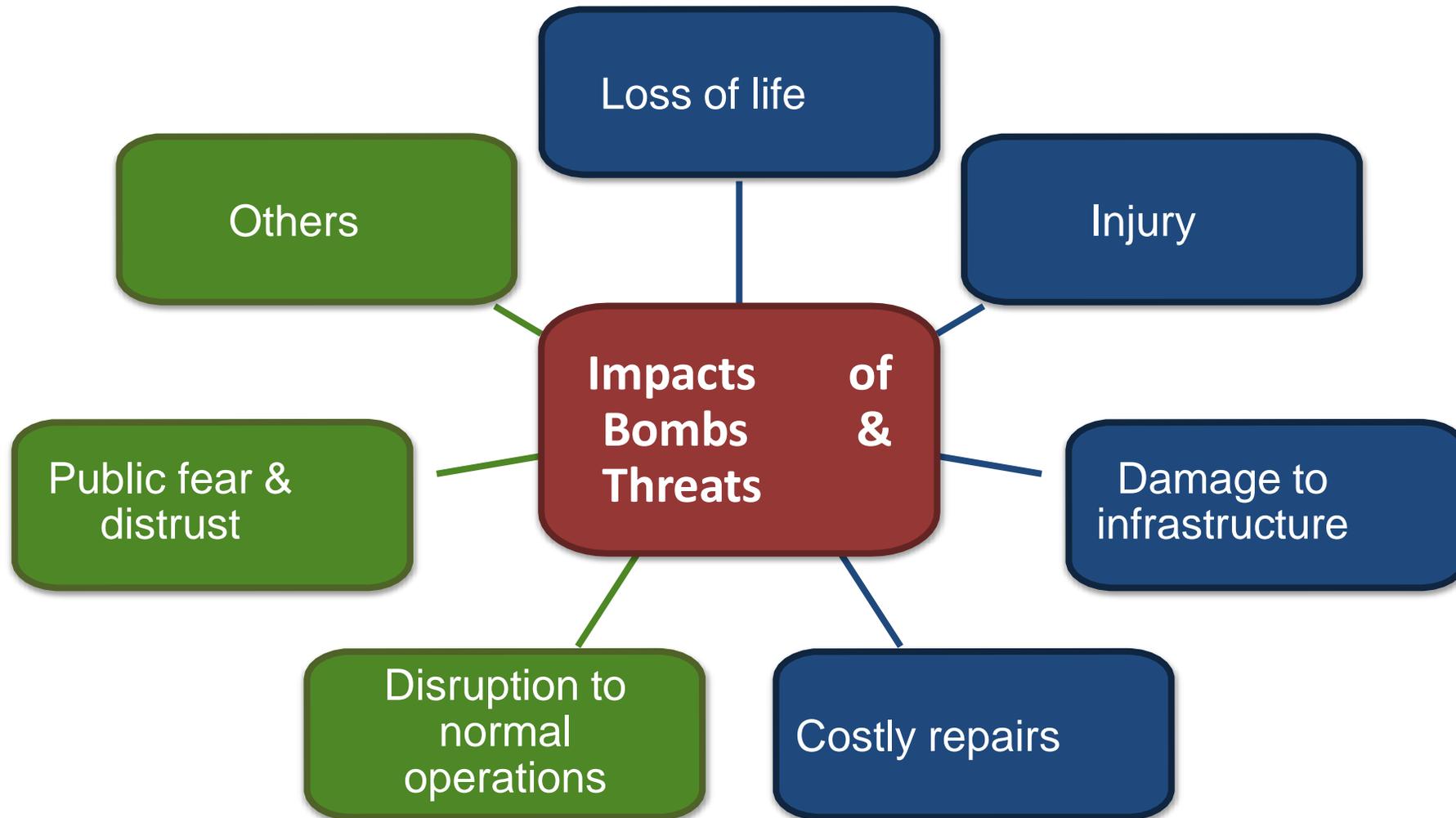
encountered devices.<sup>6</sup>



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# Impacts of Bombings and Threats



## Goals of Bomb Threat Management

1

Make informed decisions during bomb threat analysis

2

Minimize the consequences of a potential attack or threat on personnel and structures

3

Deter potential perpetrators of bombing attacks

4

Mitigate vulnerabilities to bombing attacks



# Bomb Threat Planning Process



***“A good plan today is better than a perfect plan tomorrow”***

*General George S. Patton*



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# Elements of a Bomb Threat Plan



**Designate team member responsibilities**



**Procedure for handling a threat**

BOMB THREAT CHECKLIST	
DATE:	TIME:
TIME CALLER RUNG UP:	PHONE NUMBER WHERE CALL RECEIVED:
Ask Caller:	
• Where is the bomb located? (Building, floor, room, etc.)	
• When will go off?	
• What will it look like?	
• What will it sound like?	

**Procedure for evaluating threat level**



**Locations of primary and secondary command posts**



**A search and evacuation plan**



**Restoring operations**



# Receiving a Bomb Threat

## What to Do in a Bomb Threat



<https://www.dhs.gov/what-to-do-bomb-threat>  
<https://www.youtube.com/watch?v=pg7yVTBciWg>

## Bomb Threat Procedures & Checklist

### BOMB THREAT PROCEDURES

This quick reference checklist is designed to help employees and decision makers of commercial facilities, schools, etc. respond to a bomb threat in an orderly and controlled manner with the first responders and other stakeholders.

Most bomb threats are received by phone. Bomb threats are serious until proven otherwise. Act quickly, but remain calm and obtain information with the checklist on the reverse of this card.

**If a bomb threat is received by phone:**

1. Remain calm. Keep the caller on the line for as long as possible. **DO NOT HANG UP**, even if the caller does.
2. Listen carefully. Be polite and show interest.
3. Try to keep the caller talking to learn more information.
4. If possible, write a note to a colleague to call the authorities or, as soon as the caller hangs up, immediately notify them yourself.
5. If your phone has a display, copy the number and/or letters on the window display.
6. Complete the Bomb Threat Checklist immediately. Write down as much detail as you can remember. Try to get exact words.
7. Immediately upon termination of call, **DO NOT HANG UP**, but from a different phone, contact authorities immediately with information and await instructions.

**If a bomb threat is received by handwritten note:**

- Call \_\_\_\_\_
- Handle note as minimally as possible.

**If a bomb threat is received by e-mail:**

- Call \_\_\_\_\_
- Do not delete the message.

**Signs of a suspicious package:**

- No return address
- Excessive postage
- Stains
- Strange odor
- Strange sounds
- Unexpected delivery
- Poorly handwritten
- Misspelled words
- Incorrect titles
- Foreign postage
- Restrictive notes

*~ Refer to your local bomb threat emergency response plan for evacuation criteria*

**DO NOT:**

- Use two-way radios or cellular phone. Radio signals have the potential to detonate a bomb.
- Touch or move a suspicious package.

### BOMB THREAT CHECKLIST

**DATE:** \_\_\_\_\_ **TIME:** \_\_\_\_\_

**TIME CALLER HUNG UP:** \_\_\_\_\_ **PHONE NUMBER WHERE CALL RECEIVED:** \_\_\_\_\_

#### Ask Caller:

- Where is the bomb located? (building, floor, room, etc.) \_\_\_\_\_
- When will it go off? \_\_\_\_\_
- What does it look like? \_\_\_\_\_
- What kind of bomb is it? \_\_\_\_\_
- What will make it explode? \_\_\_\_\_
- Did you place the bomb? Yes No \_\_\_\_\_
- Why? \_\_\_\_\_
- What is your name? \_\_\_\_\_

#### Exact Words of Threat:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### Information About Caller:

- Where is the caller located? (background level of noise) \_\_\_\_\_
- Estimated age: \_\_\_\_\_
- Is voice familiar? If so, who does it sound like? \_\_\_\_\_
- Other points: \_\_\_\_\_

Caller's Voice	Background Sounds	Threat Language
<input type="checkbox"/> Female	<input type="checkbox"/> Animal noises	<input type="checkbox"/> Incoherent
<input type="checkbox"/> Male	<input type="checkbox"/> House noises	<input type="checkbox"/> Message read
<input type="checkbox"/> Accent	<input type="checkbox"/> Kitchen noises	<input type="checkbox"/> Taped message
<input type="checkbox"/> Angry	<input type="checkbox"/> Street noises	<input type="checkbox"/> Irrational
<input type="checkbox"/> Calm	<input type="checkbox"/> Booth	<input type="checkbox"/> Profane
<input type="checkbox"/> Clearing throat	<input type="checkbox"/> PA system	<input type="checkbox"/> Well-spoken
<input type="checkbox"/> Coughing	<input type="checkbox"/> Conversation	
<input type="checkbox"/> Creaking voice	<input type="checkbox"/> Music	
<input type="checkbox"/> Crying	<input type="checkbox"/> Motor	
<input type="checkbox"/> Deep	<input type="checkbox"/> Clear	
<input type="checkbox"/> Deep breathing	<input type="checkbox"/> Static	
<input type="checkbox"/> Disguised	<input type="checkbox"/> Office machinery	
<input type="checkbox"/> Distinct	<input type="checkbox"/> Factory machinery	
<input type="checkbox"/> Ecstatic	<input type="checkbox"/> Loud	
<input type="checkbox"/> Laughter	<input type="checkbox"/> Long Distance	
<input type="checkbox"/> Lip		
<input type="checkbox"/> Loud	<b>Other Information:</b>	
<input type="checkbox"/> Nasal	_____	
<input type="checkbox"/> Normal	_____	
<input type="checkbox"/> Rugged	_____	
<input type="checkbox"/> Rapid	_____	
<input type="checkbox"/> Raspy	_____	
<input type="checkbox"/> Slow	_____	
<input type="checkbox"/> Slurred	_____	
<input type="checkbox"/> Soft	_____	
<input type="checkbox"/> Slither	_____	

**WHO TO CONTACT (Select One)**

- 911
- Follow your local guidelines

For more information about this form contact the DHS Office for Bombing Prevention at [OBP@dhs.gov](mailto:OBP@dhs.gov)

2014

<https://www.dhs.gov/sites/default/files/publications/dhs-bomb-threat-checklist-2014-508.pdf>



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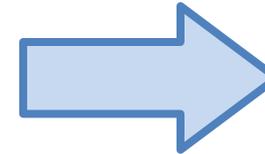
# Assessing a Bomb Threat

*Determine whether the threat represents a **Low, Medium, or High Risk**, based on the **Realism, Plausibility, Directness, and Immediacy/Eminence** of the threat*

## **Low Risk: Lacks Realism**

**Threat poses minimum risk to victim and public safety. Probable motive is disruption.**

- Threat is vague and indirect, **and** information is inconsistent, implausible, or lacks detail
- Threat was indirect (located on wall; in email)
- Caller makes frequent contact or is known



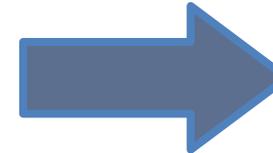
Example Action

*Assess & Lockdown*

## **Medium Risk: Increased Realism**

**Threat could be carried out, but may not appear entirely realistic.**

- Threat is direct and feasible; wording suggests thought as to how act will be carried out
- Indication of place and time; possible reference to steps taken
- Perpetrator familiar with bomb components and there is increased specificity of threat



Example Action

*Lockdown & Search*

## **High Risk: Specific and Realistic**

**Threat poses an immediate and serious danger to the safety of others.**

- Threat is direct, specific, and realistic; may include names, time, and/or location of device
- Perpetrator provides his/her identity and threat suggests concrete steps taken
- Perpetrator indicates practice with a weapon or surveillance of intended victim(s)



Example Action

*Assess & Evacuate*



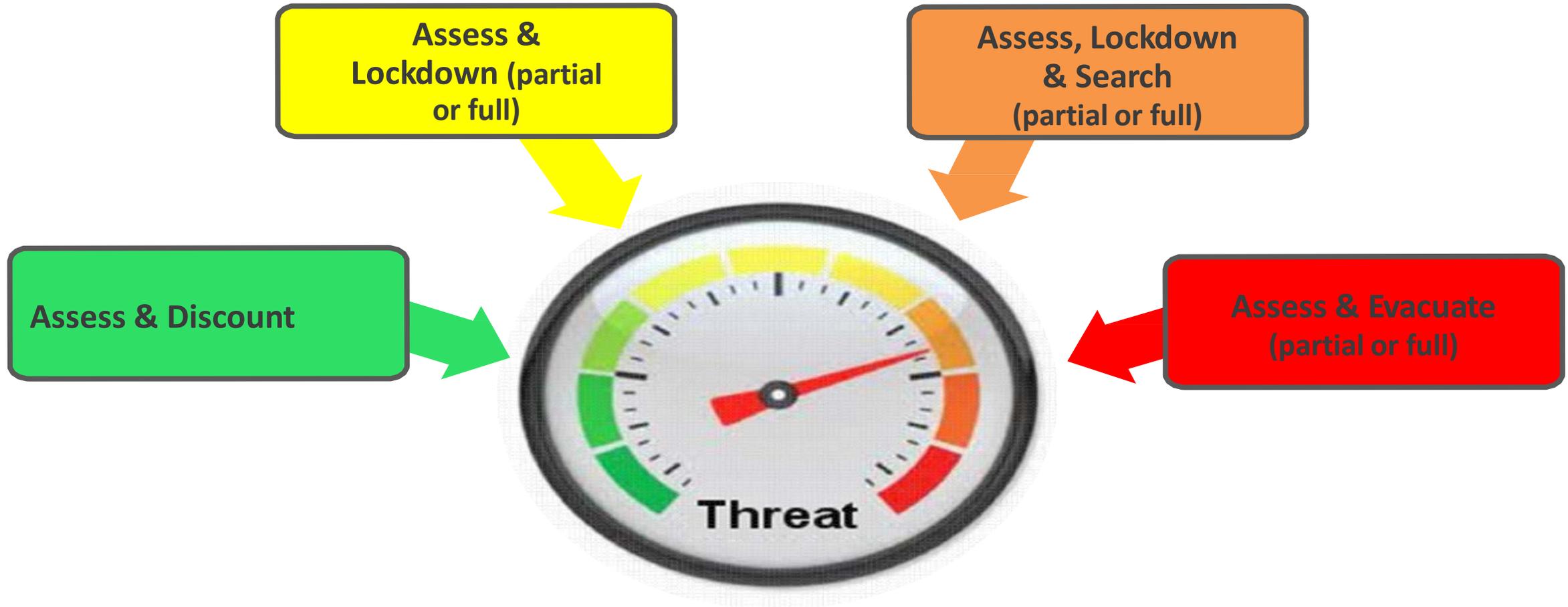
***Prepare to execute a corresponding course of action based on assessed risk level per the facility's plan***



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# Response Options



*Site Decision Maker ultimately determines what action to take, regardless of the assessment*



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# Locating Something

Is it **HOT**?

*Hidden, Obviously Suspicious, or not-Typical for the environment?*

NO



## UNATTENDED ITEM

An unattended item is anything (e.g., bag, package, vehicle) that:

- Is not in someone's possession
- Has no obvious signs of being suspicious
- Doesn't correlate to a received threat



YES



## SUSPICIOUS ITEM

A suspicious item is anything (e.g., package, vehicle):

- Reasonably believed to contain explosives, an IED, or other hazardous material
- Requires a bomb technician for further evaluation
- Includes suspicious placement or proximity to people or valuable assets; relates to specific threat
- Examples of suspicious items:
  - Unexplainable wires or electronics,
  - other visible bomb-like components,
  - unusual sounds, vapors, mists, or odors.



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# Addressing a Suspicious Item



## R

### Recognize the Indicators of a Suspected Explosive Device

Indicators can be related to the characteristics, events, location, or time associated with an item, including whether the item is Hidden, Obviously Suspicious, or not Typical (HOT).



## A

### Avoid the Area

Don't touch the suspected explosive device. Instead, immediately move and direct others to move at least 300 feet from the item.



## I

### Isolate the Suspected Device

Establish a perimeter to secure the area, and continue to direct people away. Use frontal and overhead cover and wear personal protective equipment in case of sudden detonation.



## N

### Notify Appropriate Emergency Services

Describe the **S**uspicious items and persons, the person's **A**ctions, the **L**ocation of the item, the **T**ime of placement and discovery, and **Y**our actions to mitigate risk (SALTY).

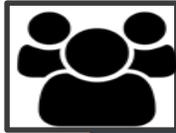


# Protective Measures



## Individual

- Maintain heightened awareness
- Avoid routine
- Report suspicious behavior
- Personal defense device (pepper spray, etc.)



## General

- Integrate emergency plan with local law enforcement
- Test equipment with emergency responders
- Evacuation procedures
- Train all personnel on suspicious behavior, reporting, and VBIED and IED recognition



## VBIED

- Provide VBIED indications to security staff
- Install vehicle barriers to block access to facility
- Search suspicious vehicles
- Tow unknown, illegally parked or suspicious vehicles



## PBIED

- Control access to your facility
- Establish personnel and baggage inspections
- Question bulky, loose-fitting or unseasonable attire
- Remove objects that could conceal an IED
- Consider all suspicious items



# Additional Office for Bombing Prevention Resources



**BOMB THREAT AT STAND-OFF CARD**

Explosives Capacity	Mandatory Evacuation Distance	Shelter-in-Place Zone	Pre-Evacuation Distance
5 lbs	70 ft	71-1199 ft	
20 lbs	110 ft	111-1699 ft	
50 lbs	150 ft	151-1849 ft	
500 lbs	320 ft	321-1899 ft	
1,000 lbs	400 ft	401-2399 ft	
4,000 lbs	640 ft	641-3799 ft	
10,000 lbs	860 ft	861-5099 ft	
60,000 lbs	1570 ft	1571-9299 ft	

**BOMB THREAT CALL PROCEDURES**

Most bomb threats are received by phone. Bomb threats are serious and can cause panic. Act quickly, but remain calm and obtain information with the dispatcher on the reverse of this card.

- If a bomb threat is received by phone:
  - Human calm: Keep the caller on the line as long as possible. DO NOT hang up. Listen to the caller.
  - Listen carefully: Be polite but firm. Do not let the caller talk to learn more information.
  - Try to keep the caller talking to learn more information.
  - Obtain name, address, phone number, and the authority of, as soon as the caller hangs up, immediately notify your contact.
  - If your phone has a display, copy the number and/or address on the service display.
- Complete the Bomb Threat Checklist (reverse side) immediately, write down as much detail as you can remember. Try to get exact words.
- Immediately upon termination of the call, do not hang up but then attempt to call the person who called the facility with information and exact instructions. If a bomb threat is received by radio/teletype note:
  - Call
  - Notify your contact as soon as possible.
  - If a bomb threat is received by email:
    - Call
    - Call your contact as soon as possible.
- Signs of a suspicious package:
  - No return address
  - Postally handwritten
  - Unusual weight
  - Unusual shape
  - Spills
  - Unusual odor
  - Strange color
  - Unusual markings
  - Strange sounds
  - Unusual texture
  - Unusual delivery
- DO NOT:
  - Use mobile radios or cellular phone: radio signals have the potential to detonate a bomb.
  - Evacuate the building until police arrive and evaluate the threat.
  - Activate the fire alarm.
  - Touch or move a suspicious package.
- WHO TO CONTACT (select one):
  - Follow your floor guidelines
  - Call your contact (select one):
    - Local law enforcement
    - State law enforcement
    - FBI



- ✓ Awareness products/posters
- ✓ Venue protection guides
- ✓ Bomb threat planning and response resources
- ✓ Access to incident data, news, and additional resources (TRIPwire)
- ✓ Training Courses
- ✓ What to do in a Bomb Threat Video



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# Additional Learning



## Additional Recommended Trainings:

- Protective Measures Course [PER-336](#) IED Search
- Procedures Course [PER-339](#)
- Bomb Threat Management Planning Course [MGT-451](#) Bomb Prevention
- Awareness Course AWR-348 Explosive Effects and Mitigation AWR-337
- Protective Measures Awareness AWR-340
- Response to Suspicious Behaviors & Items AWR-335
- 

**For a full list of OBP trainings, please visit:**

<https://www.dhs.gov/bombing-prevention-training>

To register and participate in Virtual Instructor-Led Trainings, please visit OBP's training and registration site at: <https://cdp.dhs.gov/obp>



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# Questions?

For more information, please visit:

[www.dhs.gov/OBP](http://www.dhs.gov/OBP)

or email: [obp@hq.dhs.gov](mailto:obp@hq.dhs.gov)

For additional bomb threat management resources:

<https://www.dhs.gov/what-to-do-bomb-threat>



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For more information, visit:  
<https://www.dhs.gov/obp>

**Presenter:** Tony Villa

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## Closing Remarks:

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