

Use these questions when responding to a suspected Bomb Threat caller.

- Where is the bomb?
- When will it explode?
- What does it look like?
- What kind of bomb is it?
- What will cause it to explode?
- Did you place the bomb?
- Why are you doing this?
- Who are you?

Note the Exact Words of the caller:

Bomb Threat Response

Be Cautious and Stay Safe

Important Telephone Numbers

Winston-Salem Police Department

Emergency: 9-1-1

Non-Emergency: 773-7700

Medical Center Security

Emergency: 6-9111 (716-9111)

Non-Emergency: 6-3305 (716-3305)

Security Escorts

6-3305 (716-3305)

“E” Floor Security Officer

6-2932 (716-2932)

Security Administration

3-2305 (713-2305)



Wake Forest University Baptist

MEDICAL CENTER

Security Section of Risk Management Services

Medical Center Blvd.

Winston-Salem, NC 27157

Phone (336) 713-2300

Fax (336) 713-2303

Infinet/wfubmc.edu/depts/risk

WFUBMC & WFUHS

Your Role in the Medical Center's Bomb Threat Plan



From the Security Section of Risk Management Services

HOW TO RESPOND TO BOMB THREATS

Bombing and the threat of being bombed are harsh realities in today's world. The public is becoming more aware of those incidents of violence that are perpetrated by vicious segments of our society through the illegal use of explosives. Law enforcement agencies are charged with providing protection for life and property, but law enforcement alone cannot be held responsible. Every citizen must do their part to ensure a safe environment

This pamphlet is designed to help both the public and private sectors prepare for the potential threat of explosives-related violence. While the ideas set forth herein are applicable in most cases, they are intended only as a guide. The information provided is compiled from a wide range of sources, including the actual experiences of special agents of the Bureau of Alcohol, Tobacco and Firearms (ATF).

Bomb Threats

Bomb threats are delivered in a variety of ways. The majority of threats are telephoned in to the target. Occasionally these calls are through a third party. Sometimes a threat is communicated in writing or by a recording.

Incident Reporting

Report any threats or suspicious incidents to Security by calling **716-3305** or **6-9111**.

Two Explanations For Making Bomb Threats:

1. The caller has definite knowledge or believes that an explosive or incendiary bomb has been or will be placed and he/she wants to minimize personal injury or property damage. The caller may be the person who has placed the device or someone who has become aware of such information.
2. The caller wants to create an atmosphere of anxiety and panic, which will in turn result in a disruption of the normal activities at the facility where the device is purportedly placed.

Whatever the reason for the report, there will certainly be a reaction to it. Through proper planning, the wide variety of potentially uncontrollable reactions can be greatly reduced.

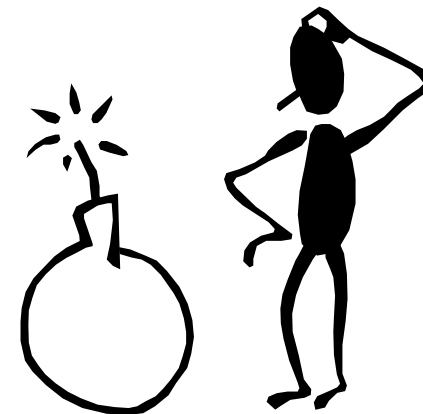
Your Response

- Keep calm. Keep talking.
- Don't hang up. Stall the caller.
- Signal a coworker that you have a Bomb Threat and to immediately call **6-9111** on the Main Campus or **9-1-1** in satellite locations, not on the Medical Center phone system.
- Ask the caller to repeat the message – write it down. (see reverse)



- Repeat questions, if necessary
- Listen for background noises and write down a description.
- Write down whether it's a man or a woman; young, old; pitch of voice, accent; anything you hear.
- Try to get the person's name, exact location or telephone number.

What Is The Medical Center Emergency Code For Bomb Threats ?



CODE 909