



Policy #	Related Policies:
Bomb Threat and Searches	
<i>This policy is for internal use only and does not enlarge an employee’s civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this department for non-judicial administrative action in accordance with the laws governing employee discipline.</i>	
Applicable Arkansas Statutes:	
CALEA Standard:	
Date Implemented:	Review Date:

I. Purpose: It is the purpose of this policy to provide officers with a protocol for dealing with threatened bombings to include response, deployment, search, evacuation, and assistance to specialized units.

II. Policy: While many bomb threats are later determined to be hoaxes, they all present particularly serious response requirements for law enforcement agencies. It is the policy of this department that all responses to bomb threats or emergencies be conducted systematically, efficiently and in a manner that gives primary consideration to the protection of human life.

III. Definitions:

- A. Bomb Threat:** A bomb threat condition exists when an explosive device has been reported or is suspected to be at a given location.
- B. Bomb Emergency:** A bomb emergency exists when a suspected or actual explosive device has been located or has been detonated.

IV. Procedures:

A. Communications Responsibilities:

- a. Keep the reporting party on the line;
- b. Identify the location of the device with as much precision as possible and determine when it will be or if it has been detonated;
- c. Determine what type of explosive device is involved;
- d. Attempt to determine:
 - i. What the device looks like;
 - ii. The type of bomb involved;

- iii. What will make it detonate, (e.g., radio signal, time delay fuse); and
- iv. Why it was placed;
- e. Be alert to:
 - i. Exact wording of the threat;
 - ii. Estimate of the sex, race and age of the caller;
 - iii. Nature/character of the caller's voice;
 - iv. Nature of any background noises; and
- f. Dispatch appropriate field units and other emergency service personnel.

B. Communications: Personnel receiving reports from individuals or organizations that have received bomb threats shall do the following:

- a. Alert the communications OIC or officer in charge on duty;
- b. Determine the location, time of detonation, appearance and any other available information concerning the nature of the threat or the identity of the perpetrators;
- c. If no explosive device has been identified, ask that the caller alert employees and others to unusual parcels or items on the premises;
- d. Dispatch requisite patrol units and emergency personnel;
- e. Where appropriate, notify other local, state or federal law enforcement agencies; and
- f. Notify a field supervisor to respond if available.

C. Based on the nature of the threat, the officer in charge will, as required, alert this agency's:

- a. Authorized bomb disposal unit;
- b. Authorized fire and rescue units;
- c. HAZMAT units;
- d. Canine team(s);
- e. Police chief / Sheriff or designee; and
- f. Public information officer.

D. Responding Officers' Responsibilities

- a. Responding patrol units shall not use radio communication within 300 feet of the location in question. (Some explosive devices may be detonated by stronger radio signals.)
- b. If applicable, contact the individual who received the threat to obtain additional information, to include:
 - i. Whether previous threats have been received;
 - ii. Possible motives and/or suspects;
 - iii. Vulnerabilities of equipment and personnel; and
 - iv. Exploration of any basic information provided to communications.
- c. Notify and provide all relevant information obtained to supervisory officer and maintain information exchange until his or her arrival at the scene.
- d. In **bomb emergencies, when a device has been located**, establish and secure a suitable perimeter.

E. Searching for Explosive Devices

- a. If an explosive device is alleged to be within a building but has not been located, the OIC will contact building owners/management or other responsible persons to determine if a search of the facility is desired.
- b. **The decision to search, evacuate, or reenter a structure/location during a bomb threat will be the responsibility of the individual in charge of the property.**
 - i. The OIC at the scene shall provide information as available to the responsible parties in order to assist them in making decisions on searching, evacuation, or reentry.
 - ii. If management or the responsible agent does not wish that a search be conducted, no further action of this department is warranted with the exception of standardized department reporting requirements.
 - iii. **Only in cases where a real or suspected explosive device has been detected shall an evacuation be conducted regardless of the desires of building management.**
- c. Searches of target buildings shall be conducted only with the direct assistance of employees or others knowledgeable of the contents and layout of the building.
 - i. The OIC may request the assistance of a bomb detection canine and/or bomb disposal personnel in order to assist in conducting the search.
 - ii. A search plan shall be developed identifying the extent of the search depending upon the type of establishment, the motivation of the perpetrator and accessibility of the building.
 - iii. **OPTION: A floor plan shall be obtained whenever possible; when requested, this department may assist in a systematic search organized by the OIC and requesting organization. (Each department should decide if this paragraph should be included. Departments should not take primary responsibility for a search.)**
 - iv. **In no case shall department personnel declare that no bomb is present or in any way make the representation that the building is safe to occupy, no matter how thorough the search.**
- d. When conducting a search without the assistance of bomb disposal personnel, officers should be particularly alert to the following items that may be considered as common indicators that there may be explosives at the location: (*Officers should be cautioned that absence of the following does not assure that no bomb is present*)
 - i. Explosives-related pamphlets, periodicals and books;
 - ii. Excessive amounts of galvanized or PVC pipe nipples and end caps, especially if they have drill holes in the nipple or cap;
 - iii. Low-explosive powders or other incendiary mixtures;
 - iv. Fuses of any type to include homemade burning fuses, such as string soaked in a burning powder;
 - v. Strong chemical odors;
 - vi. Electrical switches; and
 - vii. Electrical matches, blasting caps or similar initiators.

F. Located Explosive Devices

- a. If a real or suspicious device has been located, or paraphernalia identified (such as noted in item 4 above), officers should:
 - i. **Not attempt to move or otherwise disturb the device(s),**
 - ii. Not use walkie-talkies for communication within 300 feet of the device(s);
 - iii. Proceed with immediate evacuation of the structure and/or the area to a point consistent with the threat but not less than 300 feet from the device(s);
 - iv. Define and secure the perimeter;
 - v. Notify emergency services personnel; and
 - vi. Contact communications by telephone and request assistance of the designated bomb disposal unit.
- b. The OIC is responsible for command of the scene and briefing of investigators and ordinance specialists as appropriate.
- c. The bomb disposal commander shall have functional authority at any bomb emergency to direct department personnel in a manner necessary to accomplish its mission in a safe and efficient manner.

OPTION – for agencies with a bomb disposal unit

G. Post-Explosion Investigation. This agency's designated bomb disposal unit shall have primary responsibility for investigating bombing incidents, to include:

- a. Checking the site for unconsumed explosives or secondary devices;
- b. Supervising evidence recovery in accordance with department guidelines;
- c. Requesting the assistance of other agencies to determine the nature and construction of explosives and the identification of perpetrators;
- d. Coordination with intelligence operations of this agency, and those of state and federal sources; and
- e. Assisting in the evaluation of evacuation procedures, area and perimeter security, the availability of emergency services and coordination with the incident commander.