

**Procedure
3.51**

**EFFECTIVE
DATE
9-10-99**

**Eugene
Police Department**



Bomb or Bomb Threat

3.51.1 PURPOSE AND SCOPE

PART I - Responsibilities and Procedures for All Personnel

- A. Call-taker
- B. Responding officer(s)
- C. Located suspected device(s)

PART II - Responsibilities and Procedures for Supervisors and Command Personnel

- A. Field supervisors

3.51.2 RESPONSIBILITIES AND PROCEDURES ALL PERSONNEL

A. Call-taker

- 1. Try to learn the location, time of detonation, appearance, explosive type, what will make it detonate and anything else the officers would need to know.
- 2. Try to determine the age, gender, race, nationality and mental state of the caller, and political agenda if there is any.
- 3. Listen for background noises.

B. Responding officer(s)

- 1. Communication
 - a. Do not use a mobile (car-based) radio to transmit within 1000 feet of suspected locations.
 - b. Use of hand-held portable radio or cell phone is possible up to a distance of 300 feet from the location. Use a land-line telephone if closer.
 - c. Leave your radio on to receive instructions and information, while

ensuring that you don't transmit.

2. Contact the person in charge of the involved facility or property, who must decide whether to:
 - a. Take no action;
 - b. search without evacuation; or
 - c. evacuate and search.
3. Searching should be conducted by people familiar with the location.
 - a. Officers should provide search advice and accompany the responsible searchers if necessary.
 - b. Officers should explain that only those familiar with the facility will have the ability to know if something is unusual or suspicious.
 1. Listen for any unusual sounds.
 2. Start searches outside and work in to a designated center.
4. If a public building, search public areas first; reception offices, rest rooms, lobbies, utility and service rooms.
5. Anytime the specificity of information or evidence on a threat becomes so specific that there is a clear indication of the presence of a device, the Explosive Disposal Unit (EDU) must be notified prior to any search effort.

C. Located suspected device(s)

1. DO NOT TOUCH THE DEVICE! Do not change any existing conditions (e.g., turn lights on, radio/TV off, close or open doors, desk.)
2. Phone dispatch, and request supervisor notification and activation of EDU.
3. Evacuate all persons to a location at least 300 feet away, preferably under some type of cover if available.
4. Discontinue searching. Be aware of the possibility of additional/secondary devices.
5. The area is now a crime scene: do not admit any non-authorized person.
6. As EDU members arrive they will assume responsibility for dealing with the device(s).
7. Investigative responsibility will lie with the Investigations Division, assisted by EDU team members.

3.51.3

PART II - RESPONSIBILITIES AND PROCEDURES FOR SUPERVISORS AND COMMAND PERSONNEL

A. Field supervisors

1. If a suspicious device is located, consider the size and location.
 - a. If the suspected device is a car full of explosives or a small explosive attached to a large container of explosive material, evacuation distances should be increased to 1,000 feet or more from the device. Seek advice from EDU as soon as possible.
 - b. If the location of a device is in an open area with little immediate cover, evacuation distances must be increased to accommodate placing solid objects such as walls, buildings, or earthworks between the scene and evacuees.
 - c. Put Fire and EMS on standby.
2. Time becomes critical where large devices are found. Notify EDU personnel of the circumstances as soon as possible to facilitate the proper preparations for dealing with the incident.
3. Keep Fire Command advised if evacuation considerations or changes in perimeter size are indicated.
4. Major explosives incidents, pre- or post-blast, may require that you activate major incident procedures, including calling in additional resources and prioritizing the assignment of available personnel to assignments that will protect them from potential blast effects.