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Sheriff

San Diego County

SHERIFF

LINE-UP TRAINING

Bomb Threat

Topic # 64

After discussing/reviewing the below training material in line-up (briefing), sworn staff shall sign off as completed in LMS. In the event a staff member is not present when this topic is discussed in line-up, they shall independently read, review, and complete the training.

Completion of this line-up training topic includes reviewing the associated video available on the DTU SharePoint site [Bomb Threats](#).

By clicking "Yes" to "Have you completed this activity?" in LMS, you are attesting that you have viewed, read, and completed the training activity.

I. PURPOSE

To familiarize sworn staff with the Department's Policy and Procedures regarding Bomb Threats and Explosive Devices.

II. POLICY

A deputy will be dispatched to all reported bomb threats. The Bomb/Arson sergeant will be notified of all reported bomb threats. If a device is located, Bomb/Arson personnel will respond and release the area once the suspected device is rendered safe.

This training topic is conducted in adherence to [DSB P&P Section H.2 - Facility Emergency Operations Manual](#) , [Department P&P 9.1 - Emergency Operations](#) ,and [Department P&P 6.9 - Bomb Threat Procedures](#)

III. DISCUSSION

Staff shall discuss and review procedures related to incidents involving discovery of suspicious objects (Explosive devices) and receiving a bomb threat as described in associated policy and procedure, facility specific green sheets, and emergency operations Manuals.

A. DISCOVERY OF SUSPICIOUS OBJECT:

1. Do not touch or attempt to move object.
2. Notify supervisor immediately.



3. Do not use cell phones or transmit via radio.
4. If necessary, evacuate & secure the area.
5. Note the location, size, container, wrapping, and other details on the object.
6. Contact Bomb/Arson unit
7. Remain available to provide information to the Bomb/Arson unit investigators.
8. If the responding staff is a deputy, he/she will write a crime report and the report will be forwarded to the Bomb/Arson Unit.

B. BOMB THREAT RECEIVED BY MAIL:

1. Do not handle the letter, package, or envelope.
2. Notify supervisor immediately.
3. Notify the Control Deputy of the discovery.
4. Await further instructions.

C. BOMB THREAT RECEIVED BY PHONE:

1. Remain calm and courteous.
2. Refer to the Telephone Threat Information Sheet, found in the facility Emergency Operations Manual under the Bomb Threat section.
3. If possible, have a co-worker contact a supervisor.

[REDACTED]

[REDACTED]

8. The responding staff will fill out the "Telephone Threat Information Sheet" and notify the on-duty supervisor.
9. Notify the Bomb/Arson unit.
10. The responding staff will remain available to provide information to the Bomb/Arson unit investigators.
11. If the responding staff is a deputy, he/she will write a crime report and the report will be forwarded to the Bomb/Arson Unit.

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