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## Response to Bomb Calls

### 408.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines to assist members of the San Diego Community College District PD in their initial response to incidents involving explosives, explosive devices, explosion/bombing incidents or threats of such incidents. Under no circumstances should these guidelines be interpreted as compromising the safety of first responders or the public. When confronted with an incident involving explosives, safety should always be the primary consideration.

### 408.2 POLICY

It is the policy of the San Diego Community College District PD to place a higher priority on the safety of persons and the public over damage or destruction to public or private property.

### 408.3 RECEIPT OF BOMB THREAT

Department members receiving a bomb threat should obtain as much information from the individual as reasonably possible, including the type, placement and alleged detonation time of the device.

If the bomb threat is received on a recorded line, reasonable steps should be taken to ensure that the recording is preserved in accordance with established department evidence procedures.

The member receiving the bomb threat should ensure that the Patrol Sergeant is immediately advised and informed of the details. This will enable the Patrol Sergeant to ensure that the appropriate personnel are dispatched, and, as appropriate, the threatened location is given an advance warning.

### 408.4 CAMPUS POLICE DEPARTMENT FACILITY

If the bomb threat is against the San Diego Community College District PD facility, the Patrol Sergeant will direct and assign officers as required for coordinating a general building search or evacuation of the police department, as he/she deems appropriate.

### 408.5 CAMPUS FACILITY OR PROPERTY

When a member of this department receives notification of a bomb threat at a location in the Educational Institution of San Diego Community College District, the member receiving the notification should obtain as much information as reasonably possible from the notifying individual, including:

- (a) The location of the facility.
- (b) The nature of the threat.
- (c) Whether the type and detonation time of the device is known.
- (d) Whether the facility is occupied and, if so, the number of occupants currently on-scene.

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- (e) Whether the individual is requesting police assistance at the facility.
- (f) Whether there are any internal facility procedures regarding bomb threats in place, such as:
  - (a) No evacuation of personnel and no search for a device.
  - (b) Search for a device without evacuation of personnel.
  - (c) Evacuation of personnel without a search for a device.
  - (d) Evacuation of personnel and a search for a device.

The member receiving the bomb threat information should ensure that the Patrol Sergeant is immediately notified so that he/she can communicate with the person in charge of the threatened facility.

### **408.6 FOUND DEVICE**

When handling an incident involving a suspected explosive device, the following guidelines, while not all inclusive, should be followed:

- (a) No known or suspected explosive item should be considered safe regardless of its size or apparent packaging.
- (b) The device should not be touched or moved except by the bomb squad or military explosive ordnance disposal team.
- (c) Personnel should use good judgement and distance when transmitting on any equipment that is capable of producing radio frequency energy within the evacuation area around the suspected device. This includes the following:
  - (a) Two-way radios
  - (b) Cell phones
  - (c) Other personal communication devices
- (d) The appropriate bomb squad or military explosive ordnance disposal team should be summoned for assistance.
- (e) The largest perimeter reasonably possible should initially be established around the device based upon available personnel and the anticipated danger zone.
- (f) A safe access route should be provided for support personnel and equipment.
- (g) Search the area for secondary devices as appropriate and based upon available resources.
- (h) Consider evacuation of buildings and personnel near the device or inside the danger zone and the safest exit route.
- (i) Consider a secondary sweep of an already cleared facility, as well as surrounding areas, to ensure no other devices exist.
- (j) Promptly relay available information to the Patrol Sergeant including:
  - (a) The time of discovery.

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- (b) The exact location of the device.
- (c) A full description of the device (e.g., size, shape, markings, construction).
- (d) The anticipated danger zone and perimeter.
- (e) The areas to be evacuated or cleared.

### **408.7 EXPLOSION/BOMBING INCIDENTS**

When an explosion has occurred, there are multitudes of considerations which may confront the responding officers. As in other catastrophic events, a rapid response may help to minimize injury to victims, minimize contamination of the scene by gathering crowds, or minimize any additional damage from fires or unstable structures.

#### **408.7.1 CONSIDERATIONS**

Officers responding to explosions, whether accidental or a criminal act, should consider the following actions:

- (a) Assess the scope of the incident, including the number of victims and extent of injuries.
- (b) Request additional personnel and resources, as appropriate.
- (c) Assist with first aid.
- (d) Identify and take appropriate precautions to mitigate scene hazards, such as collapsed structures, bloodborne pathogens and hazardous materials.
- (e) Assist with the safe evacuation of victims, if possible.
- (f) Establish an inner perimeter to include entry points and evacuation routes. Search for additional or secondary devices.
- (g) Preserve evidence.
- (h) Establish an outer perimeter and evacuate if necessary.
- (i) Identify witnesses.
- (j) Establish a safe triage location and provide security.

#### **408.7.2 NOTIFICATIONS**

When an explosion has occurred, the following people should be notified as appropriate:

- Appropriate District Administration
- Fire department
- Bomb squad
- Additional department personnel, such as investigators and forensic services
- Field supervisor
- Patrol Sergeant

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- Other law enforcement agencies, including local, state or federal agencies, such as the FBI and the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF)
- Other government agencies, as appropriate

#### 408.7.3 CROWD CONTROL

Only authorized members with a legitimate need should be permitted access to the scene. Spectators and other unauthorized individuals should be restricted to a safe distance as is reasonably practicable given the available resources and personnel.

#### 408.7.4 PRESERVATION OF EVIDENCE

As in any other crime scene, steps should immediately be taken to preserve the scene. The Patrol Sergeant should assign officers to protect the crime scene area, which could extend over a long distance.