



## PHILIPPINES SPECIAL REPORT

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# ON BOMB AND BOMB THREATS BE CONSTANTLY PREPARED!

*There is no excuse for not taking every step necessary to meet a bomb threat.*

*The following information is not original. It has been obtained from the National Police and is being supplied in case you do not have a copy and are working in an environment in which you need material in order educate your own staff on emergency procedures.*

### Definitions

**BOMB.** A device capable of producing damage to material and injury or death to people when detonated or ignited. Bombs are classified as either "explosive" inflicting damage and injury by fragmentation, heat and blast wave; and "incendiary" which generates fire-producing heat without a substantial explosion when ignited.

**BOMBING.** A bombing occurs when an explosive bomb detonates or an incendiary bomb ignites.

**BOMB THREAT.** Information or warning claiming knowledge that a dangerous device, such as a bomb or a similar type of explosive, has been or will be placed in a building, aircraft or other facility.

**BOMBING INCIDENT.** Any occurrence involving the detonation/ignition of a bomb, the discovery of a bomb, or the executive of a bomb threat.

**WHY PREPARE AGAINST BOMB INCIDENTS?** The Philippine National Police encourages every citizen and every establishment to be constantly prepared against bomb threats and bombing incidents. Through preparation, you can reduce the accessibility to your premises and identify those areas that can be "hardened" against any potential bomber. Proper planning can also reduce the threat of panic and decrease the potential for injury and property damage.

- Be prepared! There is no excuse for not taking every step necessary to meet the threat.

### How to Prepare

In preparing to cope with a bomb incident, it is necessary to develop two separate plans: a security plan and a bomb incident plan.

- Security provides for the protection of property, personnel, facilities, and materials against unauthorized entry, trespass, damage, sabotage, or other illegal or criminal acts. The security plan deals with prevention and control of access to the building and the immediate vicinity.
- The bomb incident plan provides detailed procedure to be implemented when a bomb is found or is threatened.
- In planning, the command center must be designated and be located at a focal point of telephone or radio communications. Obtain an updated blueprint or floor plan of your building and maintain it within the command center.

- Contact the police department, fire department or local government agencies for any assistance in developing your security or bomb incident plans. Keep local emergency numbers on hand.
- Training is essential to deal properly with a bomb threat incident. Instruct all personnel, especially those at the telephone switchboard, on what to do if a bomb threat is received.

### **Responding to Bomb Threats**

Each threat received through any means of communications should be treated as real and must be forwarded immediately to the proper authorities.

#### Telephoned Threats.

The receiving party should remain calm and courteous. Try to obtain as much information as possible from the caller. Take note of the following points:

1. Get the identity of the caller;
2. Take note of the following characteristics: male or female voice; young, middle-age or old sounding voice; accent of voice; speech impediments or peculiar voice characteristics; any background noise; does the voice sound familiar;
3. The exact words of the person placing the call;
4. Show no emotion on the phone;
5. Know the exact location of the bomb;
6. Ask for a description of the bomb/composition of the explosive;
7. Repeat the message to the caller whenever possible and ask for confirmation;
8. The receiving party should remain calm and courteous. He/she should listen carefully and write down accurately the information the caller provides;
9. If possible, refer the caller to a supervisor or a person in authority to extract more information;
10. Apply delaying tactics and engage the caller in prolonged conversation;
11. Take note of the exact time the suspect hung up;
12. The person receiving the bomb threat should attempt to ask the caller certain specific questions:
  - a. When is the bomb going to explode?
  - b. Where is the bomb right now?
  - c. What type of bomb is it?
  - d. What does the bomb look like?
  - e. What will cause it to explode?
  - f. Why did you place the bomb?
13. Remember that the caller may not answer your questions, but any additional information that he may relate will be helpful;
14. It may be advisable to inform the caller that the building is occupied and the detonation of the bomb could result in death or serious injury to many innocent people;
15. Once a telephone threat is received, notify your local police at once (Phone:                    ).

#### Person-to-Person or Direct Threat

1. Notify your security supervisor immediately;
2. Keep the person making the threat under surveillance until relieved by your supervisor;

3. Take note of the age, height, weight, sex, color, plate number and marking of the vehicle used.

### **Physical Search of Buildings**

The most effective and fastest search of a building can be made by the normal occupants of the building. Bombs can be made by anybody. Bombs can be packaged in as many different ways as the maker's imagination will allow. Since the object of the search can vary in size and shape, it is a fundamental rule that search must be made by persons who are familiar with the area in order to notice a strange or foreign object.

In some instances, the detonation or ignition of any explosive or incendiary device might depend on a change in environment, e.g. temperature variations or the presence of an electric current. Therefore, the personnel assigned to conduct the search should be cautioned not to cause, or at least minimize any change in the environment. Do not go into a dark room and turn on the lights or change the setting of the thermostats in the room.

### **Security Measures in Business Establishments**

1. Strictly implement the inspection procedure of all bags, knapsacks, boxes, merchandise, etc., that will enter your store/premises.
2. Suspicious looking package, paper bags, etc., left unattended should be cautiously scrutinized as possible bomb(s).
3. When suspected bombs are noted, advise security personnel/employees to immediately contact the proper authorities.
4. Be observant of people roaming around your area doing nothing or loitering. Vendors with tricycles/knapsacks/bags should be driven out, as they may be used as couriers of bombs.
5. Advise your security personnel and your reception staff always to observe people leaving behind bags/package/boxes in the garbage cans/bin in your premises.
6. Be observant of cars/motorcycle riding individuals who are suspiciously observing your establishment(s).
7. Be cautious in opening envelopes and packages sent to you by unknown individual or package with no return addresses.
8. The greatest safeguard against the effects of bomb threats is to prevent entry of unauthorized persons into certain areas, whenever possible.
9. Restricted entry and possible identification of staff and visitors can be significant factors in assessing the seriousness of any given threat.

## **FURTHER INFORMATION**

MCA Limited has prepared this background report as a general reference document. We would be pleased to offer our services for specific research or information requirements. MCA specializes in:

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