

## Chapter 1 : Instructor's Guide: Classroom Presentations

*The new Bomb Countermeasures for Security Professionals CD-ROM contains six new classroom training modules for use by security and law enforcement instructors.*

To view this licence, visit [nationalarchives.gov.uk](http://nationalarchives.gov.uk). Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned. This publication is available at <https://www.nationalarchives.gov.uk/doc/default-information-requests/other/other>

**Introduction** The vast majority of bomb threats are hoaxes designed to cause alarm and disruption. As well as the rare instances of valid bomb threats, terrorists may also make hoax bomb threat calls to intimidate the public, businesses and communities, to draw attention to their cause and to mislead police. While many bomb threats involve a person-to-person phone call, an increasing number are sent electronically using email or social media applications. No matter how ridiculous or implausible the threat may seem, all such communications are a crime and should be reported to the police by dialling 999. It is important that potential recipients - either victims or third-parties used to pass the message - have plans that include how the information is recorded, acted upon and passed to police. Precise motives for hoaxing are difficult to determine but may include revenge, extortion, a desire to impress, or a combination of these and other less understandable motives. The threat is likely to be made in person over the telephone; however, it may also be a recorded message, communicated in written form, delivered face-to-face or, increasingly, sent by email or social media e. Twitter or Instagram, etc. A threat may be communicated via a third-party, i. Such staff should, therefore, understand the actions required of them as the potential first response to a threat message. If you receive a telephone threat you should: Note the number of the sender and follow police advice know who to contact in your organisation upon receipt of the threat, e. They will need to make an assessment of the threat If the threat is delivered face-to-face: This is a tactic used to place additional pressure on decision makers. Police will assess the threat at the earliest opportunity. When specific intelligence is known to police, advice will be issued accordingly; however, in the absence of detailed information, it will be necessary to consider a number of factors: If so, what has happened elsewhere or previously? If so, is a bomb visible at the location identified? Do not delay your decision making process waiting for the arrival of police. Police will assess the credibility of the threat at the earliest opportunity. All bomb threats should be reported to the police and their subsequent advice followed accordingly. It is essential that appropriate plans exist, they should be event and location specific. Venue options to manage the risk include: It is important to appoint people, familiar with evacuation points and assembly rendezvous points, to act as marshals and assist with this procedure. At least two assembly points should be identified in opposing directions, and at least 100 metres from the suspicious item, incident or location. Where possible the assembly point should not be a car park. You may wish to seek specialist advice, which can help to identify suitable assembly points and alternative options as part of your planning. It is essential that evacuation plans exist; they should be event and location specific. Evacuation procedures should also put adequate steps in place to ensure no one else enters the area once an evacuation has been initiated. The police will establish cordons depending upon the size of an identified suspect device. Always follow police directions and avoid assembly close to a police cordon. If the suspect device is outside your venue, people may be exposed to greater danger if the evacuation route inadvertently takes them past the device. A safer alternative may be the use of internal protected spaces. This type of inwards evacuation needs significant pre-planning and may benefit from expert advice to help identify an internal safe area within your building. These locations should be in your plans. If the location of the device threatened is unknown, evacuation represents a credible and justifiable course of action. Decision not to evacuate or inwardly evacuate This will be reasonable and proportionate if, after an evaluation by the relevant manager s , the threat is deemed implausible e. In such circumstances police may provide additional advice and guidance relating to other risk management options. It may be considered desirable to ask staff familiar with the venue to check their immediate surroundings to identify anything out of place, see search considerations below. Checking your venue for suspicious items - Search considerations Regular searches of your establishment, proportionate to the risks faced, will enhance a good security culture and reduce the risk of a suspicious item being placed or

remaining unnoticed for long periods. Ideally staff should follow a search plan and search in pairs to ensure nothing is missed ensure those conducting searches are familiar with their areas of responsibility. Those who regularly work in an area are best placed to spot unusual or suspicious items focus on areas that are open to the public; enclosed areas e. Immediately start evacuation and dial ensure all visitors know who to report a suspicious item to and have the confidence to report suspicious behaviour Remember: Disabled staff should have personal evacuation plans and be individually briefed on their evacuation procedures. Similarly all visitors should be briefed on evacuation procedures and quickly identified and assisted in the event of a threat. Do not provide details of the threat, the decision making process relating to evacuation internal or external or why a decision not to evacuate was taken. Releasing details of the circumstances may:

### Chapter 2 : Bomb Threats, Physical Security Planning, Bomb Incident Plan, Security

*Bomb Security Guide: A Step-by-Step Emergency Response Program Against Bomb Threats [Graham Knowles] on calendrierdelascience.com \*FREE\* shipping on qualifying offers. A Step-by-Step Emergency Response Program Against Bomb Threats and letter bombs.*

The public is becoming more aware of those incidents of violence that are perpetrated by vicious, nefarious segments of our society through the illegal use of explosives. Law enforcement agencies are charged with providing protection for life and property, but law enforcement alone cannot be held responsible. Every citizen must do his or her part to ensure a safe environment. This pamphlet is designed to help both the public and private sectors prepare for the potential threat of explosives-related violence. While the ideas set forth herein are applicable in most cases, they are intended only as a guide. The information provided is compiled from a wide range of sources, including the actual experiences of special agents of the Bureau of Alcohol, Tobacco and Firearms ATF. If there is one point that cannot be overemphasized, it is the value of being prepared. Do not allow a bomb incident to catch you by surprise. By developing a bomb incident plan and considering possible bomb incidents in your physical security plan, you can reduce the potential for personal injury and property damage. In making this pamphlet available to you, we hope to help you better prepare to deal with bomb threats and the illegal use of explosives. Bombs can be constructed to look like almost anything and can be placed or delivered in any number of ways. The probability of finding a bomb that looks like the stereotypical bomb is almost nonexistent. The only common denominator that exists among bombs is that they are designed or intended to explode. Most bombs are homemade and are limited in their design only by the imagination of, and resources available to, the bomber. Remember, when searching for a bomb, suspect anything that looks unusual. Let the trained bomb technician determine what is or is not a bomb. Bomb Threats are delivered in a variety of ways. The majority of threats are called in to the target. Occasionally these calls are through a third party. Sometimes a threat is communicated in writing or by a recording. Two logical explanations for reporting a bomb threat are: The caller may be the person who placed the device or someone who has become aware of such information. The caller wants to create an atmosphere of anxiety and panic which will, in turn, result in a disruption of the normal activities at the facility where the device is purportedly placed. Whatever the reason for the report, there will certainly be a reaction to it. Through proper planning, the wide variety of potentially uncontrollable reactions can be greatly reduced. If you accept the two aforementioned explanations for reporting that a bomb is about to go off, you can better prepare to foil the bomber or threat maker. Through proper preparation, you can reduce the accessibility of your business or building and identify those areas that can be "hardened" against the potential bomber. This will limit the amount of time lost to searching, if you determine a search is necessary. If a bomb incident occurs, proper planning will instill confidence in the leadership, reinforce the notion that those in charge do care; and reduce the potential for personal injury and property loss. Proper planning can also reduce the threat of panic, the most contagious of all human emotions. Panic is sudden, excessive, unreasoning, infectious terror. Once a state of panic has been reached, the potential for injury and property damage is greatly increased. In the context of a bomb threat, panic is the ultimate achievement of the caller. 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 but interdependent plans, namely a physical security plan and a bomb incident plan. Physical security provides for the protection of property, personnel, facilities, and material against unauthorized entry, trespass, damage, sabotage, or other illegal or criminal acts. The physical security plan deals with prevention and control of access to the building. In most instances, some form of physical security may be already in existence, although not necessarily intended to prevent a bomb attack. The bomb incident plan provides detailed procedures to be implemented when a bombing attack is executed or threatened. In planning for the bomb incident, a definite chain of command or line of authority must be established. Only by using an established organization and procedures can the bomb incident be handled with the least risk to all concerned. A clearly defined line of authority will instill confidence and avoid panic.

Establishing a chain of command is easy if there is a simple office structure, one business, one building. However, if a complex situation exists, a multi-occupant building for example, a representative from each occupant entity should attend the planning conference. A leader should be appointed and a clear line of succession delineated. This chain of command should be printed and circulated to all concerned parties. In planning, you should designate a command center to be located in the switchboard room or other focal point of telephone or radio communications. The management personnel assigned to operate the center should have the authority to decide whatever action should be taken during the threat. Only those with assigned duties should be permitted in the center. Make some provision for alternates in the event someone is absent when a threat is received. Obtain an updated blueprint or floor plan of your building and maintain it in the command center. Contact the police department, fire department, or local government agencies to determine if any assistance is available to you for developing your physical security plan or bomb incident plan. Make a checklist of these areas for inclusion in command center materials. Determine whether there is a bomb disposal unit available, how to contact the unit, and under what conditions it is activated. In developing your bomb incident plan, you must also ascertain whether the bomb disposal unit, in addition to disarming and removing the explosives, will assist in searching the building in the event of a threat. Training is essential to deal properly with a bomb threat incident. Instruct all personnel, especially those at the telephone switchboard, in what to do if a bomb threat is received. Be absolutely certain that all personnel assigned to the command center are aware of their duties. The positive aspects of planning will be lost if the leadership is not apparent. It is also very important to organize and train an evacuation unit which will be responsive to the command center and has a clear understanding of the importance of its role. We have suggested that the command center be located near the switchboard or focal point of communications. It is critical that lines of communication be established between the command center and the search or evacuation teams- The center must have the flexibility to keep up with the search team progress. In a large facility, if the teams go beyond the communications network, the command center must have the mobility to maintain contact and track search or evacuation efforts. Security Against Bomb Incidents We mentioned earlier that, in dealing with bomb incidents or potential bomb incidents, two interrelated plans must be developed, the bomb incident plan and the physical security plan. Heretofore, we have primarily addressed the bomb incident plan. Now, before continuing with that plan, we will discuss security measures as they apply to "hardening" against the bomb attack. Most commercial structures and individual residences already have some security in place, planned or unplanned, realized or not. Locks on windows and doors, outside lights, etc. In considering measures to increase security for your building or office, it is highly recommended that you contact your local police department for guidance regarding a specific plan for your facility. There is no single security plan that is adaptable to all situations. The following recommendations are offered because they may contribute to reducing your vulnerability to bomb attacks. The exterior configuration of a building or facility is very important. Unfortunately, in most instances, the architect has given little or no consideration to security, particularly toward thwarting or discouraging a bomb attack. However, by the addition of fencing and lighting, and by controlling access, the vulnerability of a facility to a bomb attack can be reduced significantly. Bombs being delivered by car or left in a car are a grave reality. Parking should be restricted, if possible, to feet from your building or any building in a complex. If restricted parking is not feasible, properly identified employee vehicles should be parked closest to your facility and visitor vehicles parked at a distance. Heavy shrubs and vines should be kept close to the ground to reduce their potential to conceal criminals or bombs. Window boxes and planters are perfect receptacles for the bomber. Unless there is an absolute requirement for such ornamentation, window boxes and planters are better removed. If they must remain, a security patrol should be employed to check them regularly. A highly visible security patrol can be a significant deterrent. If an interior guard is utilized, consider the installation of closed-circuit television cameras that cover exterior building perimeters. Have an adequate burglar alarm system installed by a reputable company that can service and properly maintain the equipment. Post signs indicating that such a system is in place. Solid wood or sheet metal faced doors provide extra integrity that a hollow-core wooden door cannot provide. A steel door frame that properly fits the door is as important as the construction of the door. The ideal security situation is a

building with no windows. However, bars, grates, heavy mesh screens, or steel shutters over windows offer good protection from otherwise unwanted entry. It is important that the openings in the protective coverings are not too large. Otherwise, a bomb may be introduced into the building while the bomber remains outside. Floor vents, transoms, and skylights should also be covered. Please note that fire safety considerations preclude the use of certain window coverings. Municipal ordinances should be researched and safety considered before any of these renovations are undertaken. Controls should be established for positively identifying personnel who are authorized access to critical areas and for denying access to unauthorized personnel. These controls should extend to the inspection of all packages and materials being taken into critical areas. Security and maintenance personnel should be alert for people who act in a suspicious manner, as well as objects, items, or parcels which look out of place or suspicious. Surveillance should be established to include potential hiding places e. Doors or access ways to such areas as boiler rooms, mail rooms, computer areas, switchboards, and elevator control rooms should remain locked when not in use. It is important to establish a procedure for the accountability of keys. If keys cannot be accounted for, locks should be changed.

### Chapter 3 : Graham Knowles (Author of Bomb Security Guide)

*The author, who holds a variety of bomb technician specifications and supervises the Dothan police's Bomb and Explosive Detail, does a superlative job of creating a layman's guide to bombs and planning for and dealing with incidents involving explosives.*

**Characteristics of Explosive Devices** This screen presentation is designed for use in orienting security and police officers to the threat of bombs and the characteristics of IEDs. The presentation sequence in this module mirrors Lesson Two: Characteristics of Explosive Devices. **Building Search Technique** This screen presentation is designed for use in training personnel in building search procedures using the two-man search team method. Instructors using this presentation should be thoroughly familiar with the security team search methods described in Lesson 5: Bomb Search and Threat Response. This presentation is most effective if supplemented with a classroom search exercise. Hide a simulated bomb somewhere in the classroom. Two volunteers are then instructed to search the room for the model bomb using the two-man room search technique. **Bomb Threats** This short presentation is designed for use in briefing receptionists and security personnel in procedures for handling threat calls. Instructors using this presentation should be thoroughly familiar with procedures for receiving and evaluating threats as described in Lesson 5: This presentation is most effective if supplemented with a bomb threat call exercise. Two telephones are needed for this - one in the classroom and one at another location within the facility. Each student is provided with a bomb threat card and takes turns answering a "threat call" placed by an assistant instructor. **Mail Screening Procedures** This presentation module is designed for use in training mail handlers and security personnel in mail screening procedures. Instructors using this presentation should be thoroughly familiar with the mail screening protocols described in Lesson 6: Defense Against Mail Bombs. **Level-Two Vehicle Search Procedures** This presentation is designed for use in training executive protection agents and EOD personnel in techniques for remotely searching automobiles for explosive devices. The presentation sequence in this module mirrors the information on screens Defense Against Anti-Vehicle Bombs. This presentation is most effective if supplemented with a hands-on vehicle search exercise. Students are then provided with the necessary tools for conducting a level-two search rope, hook, vice grips, etc. Students are then assigned into small groups and take turns searching the car for the hidden "bomb. **Post-Blast Response Procedures** This screen presentation is designed for use in training security personnel and facility managers in basic response procedures for localized bombings. The presentation sequence in this module mirrors the information on screens 2 to 27 of Lesson Ten: DISPLAY These self-contained slide presentations are designed for display on a white screen using a multimedia projector at x resolution. To advance the slide, click the "Forward" text in the upper right side of the screen see figure B. To reverse the slide, click the "Back" text in the upper left side of the screen. To exit the presentation module and return to the Classroom Presentations Menu, click the "Classroom Menu" text in the lower right. You cannot advance the slides by pressing on the arrow keys. You must use a mouse to click the forward and back text.

### Chapter 4 : NY Daily News - We are currently unavailable in your region

*The Bomb Countermeasures for Security Professionals CD-ROM is a powerful tool for training force protection personnel. In addition to exploring many "conventional" threats and countermeasures, the BCSP program provides a detailed study of security measures for the most significant terrorist-related threat to military facilities -- WMD-scale car and truck bombs.*

### Chapter 5 : A Law Enforcement and Security Officers' Guide to Responding to Bomb Threats

*Find helpful customer reviews and review ratings for Bomb Security Guide at [calendrierdelascience.com](http://calendrierdelascience.com) Read honest and unbiased product reviews from our users.*

### Chapter 6 : Instructor's Guide: Force Protection Applications

*Note: Citations are based on reference standards. However, formatting rules can vary widely between applications and fields of interest or study. The specific requirements or preferences of your reviewing publisher, classroom teacher, institution or organization should be applied.*

### Chapter 7 : Bomb and Physical security Planning

*Developed in partnership with the Federal Bureau of Investigation, the Department of Homeland Security (DHS)-Department of Justice (DOJ) Bomb Threat Guidance is a quick reference guide that provides facility supervisors with details on pre-threat preparation, threat assessment, staff response guidelines, and evacuation and shelter-in-place.*