

TELEPHONE BOMB THREAT CHECK LIST

Listen carefully, remain calm. Write down the message.

Message Received: _____

Questions to ask:

When will the bomb go off? _____ a.m. / p.m.
What time do you have? _____ a.m. / p.m.
Where is the bomb? _____

Note: When call is terminated, pick up the phone, listen for a dial tone and if using a touch-tone phone, press *57 to trace the call. If using a rotary phone, dial 1157. Wait for recorded confirmation, then hang up. This action will help trace the source of the call.

Next, DIAL 911.

Building Name: 400-444 North Capitol Street
Address: Suite _____
400/444 North Capitol Street, NW
1st District, Metropolitan Police Department

Notify the Property Management office by telephone, 202-347-5203.

DO NOT USE A TWO-WAY RADIO IN THE BUILDING, because it might activate the bomb device upon transmitting.

Note: Tell the responding police officers of the trace request made when you dialed *57. Call the phone company at 202-954-6826 to report the trace request.