

Suspicious Item Checklist

(Information to be Relayed to the Bomb Squad)

Unattended Package is an item of unknown origin found without any suspicious circumstances. A bomb squad response is not required.

Suspicious Package is any item found under suspicious or unusual circumstances. A suspect or suspicious package necessitates a bomb squad response.

If item meets “suspicious package” criteria answer questions below:

- ☐ Where is the item/device located? (building, floor, room, etc.)
- ☐ Did you hear any ticking or other noises coming from the item/device? Did you see a time? Counting down?
- ☐ What time was it when you first noticed the item/device?
- ☐ What does the item/device look like?
- ☐ Did you see wires? Batteries?
- ☐ Were the lights on or off in the room? Did you change anything?
- ☐ What was your exact path in and out of the room/area?
- ☐ Did you smell anything?
- ☐ Did you touch or move the item/device or anything else?
- ☐ Did you have a radio or cell phone on you? Did you transmit anything while around the item?



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(First Responder IED Safety Procedures)

CONFIRM- The presence of the suspect item should be confirmed and marked if possible. **DO NOT TOUCH ITEM.** Prepare brief for Bomb Squad.

CLEAR- All personnel are to be moved away from the suspect item. Mark your location and note the direction and distance to the device. Move to a minimum distance of 300 meters from the suspect item.

CALL- While clearing the area around the suspected item, call in and report incident. **DO NOT** key radio within 300 feet of suspect item.

CORDON- Established danger area is to be cordoned off and Incident Command Post should be set-up.

CONTROL- The area inside the cordon is controlled to only allow movement in/out through a centralized check point. Any breaches should be reported to the Incident Commander.

For questions or comments please visit: www.dhs.gov/obp or contact the Office for Bombing Prevention at: OBPTraining@hq.dhs.gov



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