BUMED PRE-PLANNING BOMB THREAT CHECK LIST

	YES	NO
1. Are all personnel familiar with the BUMED bomb threat procedures outlined in BUMEDINST 5530.1A?	O	O
2. Have copies of the bomb threat call check list been distributed to all staff with instructions to post within easy reach of each telephone?	O	O
3. Have large red cards (Bomb Threat Call being Received) been distributed with instructions to post within easy reach of each telephone?	O	O
4. Have staff been thoroughly indoctrinated on how to handle a bomb threat call or discovery of suspicious object believed to contain an explosive device?	O	O
5. Have primary evacuation routes been established and posted?	O	O
6. Have alternate evacuation routes been established and posted?	O	O
7. Have the Master-at-Arms evacuation team members been designated and trained?	O	O
8. Have SAFE areas (150 yards away from buildings activity) been established and posted for evacuated personnel to muster?	O	O
9. Have emergency telephone numbers (OOD/NDW ROC) been distributed with instructions to post within easy reach of each telephone?	O	O
10. Have bomb threat drills been conducted recently?	O	O

Submitted by: _____ Date: _____