

	<p align="center"><b>MEDFIELD POLICE DEPARTMENT</b></p>	<p align="center"><b>POLICY NO. 7.04</b></p>
<p align="center"><b>BOMB THREATS</b></p>		
<p align="center">MASSACHUSETTS POLICE ACCREDITATION STANDARDS REFERENCED: <b>46.2.1, 46.1.2</b></p>		<p>DATE OF ISSUE: 07/23/2023</p> <p>EFFECTIVE DATE: 07/23/2023</p> <p>REVISION DATE: 11/05/2025</p>
<p align="center">ISSUING AUTHORITY:</p> <p align="center">Michelle Guerette Chief of Police</p>		

**BACKGROUND:**

The Medfield Police Department does not maintain a bomb squad. The Department relies upon the Massachusetts State Police Bomb Squad, or if they are not available the Boston Police or MBTA Bomb Squads, for occurrences involving the use or threatened use of explosive devices.

**POLICY:**

It is the policy of the Medfield Police Department that tactical decisions made in bomb or bomb threat situations are under the premise that the preservation of life, including suspects, perpetrators, uninvolved bystanders, police, and responding emergency personnel is the primary goal.

**PROCEDURES:**

**Dispatch**

If Dispatch receives a bomb threat directly, the dispatcher taking the call shall use the Department's Bomb Threat Checklist form to ensure all relevant information

is gathered. Immediately upon receiving information that an explosive device or the threatened use of an explosive device exists, Dispatch will:

1. Dispatch sufficient units to isolate the area and contain the situation. Units deployed will be sent to specific intersections and/or addresses to take up posts, along with a staging area for fire and EMS resources;
2. Advise the Shift Commander of the situation; and
3. Advise the Fire Department of the situation;

#### Initial Response

The first responding officer will immediately respond to the scene and confirm that there is a potential threat, gathering as much information as possible. The Shift Commander will respond to the scene and:

1. Set up a temporary command post and perimeter around the area;
2. Notify the Chief of Police and/or the Deputy Chief of Police, and activate the Incident Command System as outlined in the policy on All Hazards/ICS;
3. Speak with the senior official in charge of the facility who is at the scene where the threat exists to coordinate activities. Unless a suspicious device is found, the decision to evacuate an area will be made by the official in control of the facility; and
4. Request a bomb dog to the scene and coordinate a search of the threatened area;

#### Suspicious Packages and Explosive Devices

Should a bomb or suspicious object, box, or container be found, immediately notify Dispatch and insure that the immediate area has been evacuated using the best practices outlined below:

1. First responders should not touch or move any suspicious packages;
2. Assume that the package is an improvised explosive device (IED);

3. Do not allow anyone with three hundred (300) feet of a suspicious package;
4. Be aware that the use of radios within five hundred (500) feet of the suspicious package could cause an unwanted detonation;
5. Do not allow anyone to be in the path of possible shrapnel or flying glass;
6. Do not touch any electrical devices or appliances; and
7. Do not direct flashlight beams onto a possible device or use a camera flash (in order to prevent activation by photoelectric cell).

#### Disposal and Controlled Detonation

If a suspected explosive device is located, the disposal/detonation will be done under the direction of the bomb squad on scene in coordination with the Incident Commander.

#### NEVER RULE OUT THE POSSIBILITY OF A SECONDARY DEVICE

#### Other Considerations

1. Be aware that the perpetrators may be monitoring radio communication to glean information with regard to the police response to the suspicious package;
2. Remain vigilant for any additional suspicious activity;
3. Identify interdependencies in the immediate area that could compound the effects of a detonation (e.g. gas lines, electric grids etc.), and consider increasing evacuation distances; and
4. Although suspicious packages may be placed as a diversion, never underestimate the situation. Always treat the item as an actual device.

## BOMB THREAT CHECKLIST

Instructions: be calm, be courteous, listen, do not interrupt the caller, notify a supervisor.

LOCATION	_____		
TIME	_____	DATE	_____
CALLER ID,	male_____	female_____	approx. age_____
VOICE TRAITS	loud_____	soft_____	high pitch_____
	raspy_____	deep_____	pleasant_____
	intoxicated_____	other_____	
ACCENT	local_____	foreign_____	not local_____
	race_____		
SPEECH	fast_____	slow_____	distinct_____
	distorted_____	stutter_____	nasal_____
	slurred_____	lisp_____	other_____
MANNER	calm_____	angry_____	rational_____
	irrational_____	coherent_____	incoherent_____
	deliberate_____	emotional_____	righteous_____
	laughing_____	other_____	
LANGUAGE	excellent_____	good_____	fair_____
	foul_____	poor_____	other_____
BACKGROUND	machines_____	trains_____	animals_____
	music_____	voices_____	airplanes_____
	party_____	traffic_____	other_____

## TRY TO KEEP CALLER TALKING

When will it go off? Certain hour\_\_\_\_\_ Time remaining\_\_\_\_\_

Where is it located? Building\_\_\_\_\_ Area\_\_\_\_\_

What kind of bomb? \_\_\_\_\_ Where are you now? \_\_\_\_\_

How do you know so much about the bomb? \_\_\_\_\_

What is your name and address? \_\_\_\_\_