



NEW ORLEANS POLICE DEPARTMENT OPERATIONS MANUAL

CHAPTER: 46.3

TITLE: RESPONSE TO BOMB CALLS

EFFECTIVE: 01/14/2018

REVISED: Replaces Policy 416

PURPOSE

This Chapter will assist officers in their initial response to incidents involving explosives, explosive devices, suspected explosive devices, suspicious packages or explosion/bombing incidents.

POLICY STATEMENT

1. Under no circumstances should these guidelines be interpreted as compromising the safety of first responders or the public.
2. When confronted with an incident involving explosives, safety shall always be the primary consideration.
3. All calls received of a bomb threat, explosive, explosion, or incendiary device are assigned a code two priority response and a district unit and supervisor shall be dispatched to the location.
4. Communications Services shall notify the Commander of Special Operations Division during regular working hours, or consult the call out roster when notified by responding units that extensive building search and/or evacuation is required.

DEFINITIONS

Bomb / Explosive Device—Any chemical compound, mixture or device, the primary purpose of which is to function by explosion.

Bomb Threat—The expression of an intention to detonate an explosive device.

FOUND EXPLOSIVES / SUSPECT DEVICES

5. When receiving a call of a suspected explosive device, the following guidelines shall be followed:
 - (a) Communications Services shall dispatch a district unit and supervisor on all suspected explosive devices, even when the accuracy of the call information is in doubt.
 - (b) Communications Services shall notify the New Orleans Police Department

- Special Operations Division Bomb Squad on all suspected explosive devices.
- (c) No known or suspected explosive item should be considered safe regardless of its size or apparent packaging.
 - (d) The New Orleans Police Department Special Operations Division Bomb Squad should be notified once district response units confirm the possibility of a suspected explosive device even when in doubt.
 - (e) A minimum perimeter of 300 feet should be established around the location of the device. An access point should be provided for support personnel.
 - (f) As much initial information as possible should be promptly relayed to the District Platoon Commander by Communications Services or responding units, including:
 - The stated threat.
 - Exact comments.
 - Time of discovery.
 - Exact location of the device.
 - Full description (e.g., size, shape, markings, construction).
 - (g) The device should not be touched or moved except by qualified bomb squad personnel.
 - (h) Responding personnel should not transmit on any equipment that is capable of producing radio frequency energy within 300 feet of the suspected device. This includes police radios, cell phones and any other personal communication devices.
 - (i) Consideration should be given to evacuating any buildings near the device.
 - (j) An incident report (EPR) shall be generated by the responding officer and a copy sent to the SOD Bomb Squad for tracking.

BOMB THREATS RECEIVED AT A POLICE FACILITY

- 6. Members receiving a bomb threat at a police facility should gather as much information from the notifying individual, including the type, placement and alleged detonation time of the device.
- 7. If the bomb threat is received at a police facility on a recorded line, steps should be taken to ensure that the recording is preserved in accordance with Department evidence procedures.
- 8. If the call is made to Communication Services, the Bomb Threat Call Checklist should be followed.
- 9. The member receiving the bomb threat shall ensure that the Platoon Commander is immediately advised and fully informed of the details. The Platoon Commander will then direct and assign officers as required for coordinating a general building search or evacuation as he/she deems appropriate.
- 10. An incident report shall be generated and forwarded to the bomb squad for tracking by the member receiving the call.

BOMB THREATS AT PUBLIC OR PRIVATE FACILITY

- 11. This procedure shall be followed should a bomb threat occur at a private facility or another public facility and the Department is informed of the threat. The decision to allow personnel back into the public or private facility will be the responsibility of the person or persons in charge of the building when such facility is deemed safe to enter.

12. Members informed of a bomb threat at a private facility or another public facility should obtain as much information as reasonably possible from the notifying individual, including:
 - (a) Whether the individual is requesting law enforcement assistance at the facility,
 - (b) The location of the facility,
 - (c) The type of facility,
 - (d) Has the facility received threats in the past (HazMat),
 - (e) The nature of the threat received,
 - (f) The alleged type and detonation time of the device, and
 - (g) Whether the facility is occupied, and if so, the number of occupants currently on scene.
13. The member receiving the bomb threat information should also ensure that the District Platoon Commander is immediately notified so that he/she can communicate with the person in charge of the facility.
14. The responding officer shall complete an incident report (EPR) and forward a copy of the report to the SOD Bomb Squad.

BOMB THREATS AT A FEDERAL BUILDING OR PROPERTY

15. Communications Services shall dispatch appropriate District repose units to a bomb threat incident at a federal building or property and shall report the call to the Federal Protective Service (FPS) (877-437-7411). The FPS may provide a uniformed police response, which may include use of its Explosive Detector Dog Teams.
16. Any devices or suspected devices will only be rendered safe by the SOD Bomb Squad according to established Bomb Squad Standard Operating Procedures/logic tree unless special circumstances deem otherwise.

EVACUATION OR SEARCH ASSISTANCE

17. If the person in charge of the facility makes a request for law enforcement assistance, the on scene supervisor or District Platoon Commander will determine the level of assistance the Department will provide as well as make a determination of the following:
 - (a) The plan for assistance,
 - (b) Whether to evacuate and/or search,
 - (c) The appropriate support personnel necessary (e.g. fire and EMS),
 - (d) An Incident Report (EPR) shall be generated and a copy forwarded to the SOD bomb Squad upon its completion.
18. Considerations regarding the involvement of facility staff in searching and evacuating is important as a search or evacuation can be difficult without a working familiarity of the facility. The risks associated with a search and evacuation should be explained to the person in charge of the facility by the on scene supervisor or District Platoon Commander. The warning provided by the on scene supervisor or District Platoon Commander should include the possibility of injury to facility staff and/or damage to the facility as a result of a search.

BOMB SQUAD/TECHNICIAN

19. The Commander of SOD Bomb Squad shall contact the military ordnance disposal

team when their assistance is needed.

20. A secure perimeter of 300 ft. will be established.
21. Once the area is evaluated as safe to enter to begin an investigation, the department's Bomb Technician will enter the area to canvass for any other possible explosive devices.
22. The Bomb Technician shall utilize all safety measures to ensure no other devices are present in the area. Explosive detecting dogs should be utilized in the canvassing of the area.
23. The SOD bomb technician will be the sole decision maker on the scene relative to the removal or safe rendering of a discovered device.
24. The SOD bomb technician shall summon any other support technicians and equipment he/she deems needed for the safe removal of a device. Once the device is rendered safe by the bomb technician, the device will be submitted for evidence per current department policies/procedures pertaining to hazardous materials.
25. If no other explosive devices are discovered, the SOD Bomb Technician will assist the Crime Scene Technicians in collecting additional evidence.
26. The SOD Bomb Squad will make the necessary notifications to the Federal Bureau of Investigation (FBI) based on the incident.
27. The SOD bomb technician will complete an After Action Report concluding the rendering safe procedures and any additional technical follow-up.

EXPLOSION / BOMBING INCIDENT RESPONDER RESPONSIBILITIES

28. When an explosion has occurred, there are multiple considerations that may confront a responding officer. As in other catastrophic incidents, a rapid response will help to minimize such things as further injury to victims, contamination of the scene by gathering crowds, additional damage from resulting fires or unstable structures.
29. Once an explosion has occurred, the response guidelines of **Chapter 46.16 – Weapons of Mass Destruction** shall be followed.
30. In all instances, the New Orleans Police Department shall use the National Incident Management System/Unified and Incident Command System.