

## BERKELEY POLICE DEPARTMENT

DATE ISSUED: August 31, 2005

GENERAL ORDER B-3

SUBJECT: BOMB INCIDENT PROCEDURES: PATROL AND COMMUNICATION CENTER

### PURPOSE

- 1 - The purpose of this General Order is to establish procedures for handling investigations related to all explosives, incendiary devices and bombings.

### POLICY

- 2 - Members of the Department are expected to comply with the procedures **and related directives** described in this Order when dealing with all incidents involving explosives, incendiary devices and bombings.

### COMMUNICATIONS CENTER PROCEDURE

- 3 - When a bomb threat is received:
  - (a) Obtain complete information as to time, location **and** type of device.
  - (b) Record **the** exact conversation, **taking note of** sex, voice or language characteristics.
  - (c) Make necessary assignments.
  - (d) Notify the on duty command officer when appropriate.

### PATROL PERSONNEL

- 4 - All bomb threats will be treated as valid.
- 5 - The assigned officer and supervisor will conduct an investigation and assist in a search of the premises in company with a person familiar with the area. If the bomb threat gives a time when the bomb is to **detonate**, officers shall not search within 30 minutes **before or after** the **stated** time.
  - (a) If no **device** is found, the person in charge of the premises will be so advised; but **officers** shall refrain from stating that there are no bombs on the premises.
  - (b) Under any circumstances, if a suspected explosive device is found, the following notifications shall be made:
    - (1) **The Berkeley Police Department Bomb Squad Commander and at least two Berkeley Police Department Bomb Technicians. The Bomb Technician Sergeant or the Senior Bomb Technician responding to the incident and the Bomb Squad Commander are the only persons authorized to request mutual**

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### aid assistance.

- (2) The Communications center will call the University of California Police Department (UCPD) and request mutual aid assistance only under the **following circumstances:**
  - (i) **If the Communications Center is unable to contact any of the Berkeley Police Department Bomb Technicians within 15 minutes of calling/paging them.**
  - (ii) **No Berkeley Police Department Bomb Technicians are able to respond to the scene.**
  - (iii) **At the direction of the Bomb Technician Sergeant (or the Senior Bomb Technician) or Bomb Squad Commander.**
- (3) **If University of California Police Department (UCPD) Bomb Technicians are unable to respond, the Communications Center will call the Alameda County Sheriff's Office and request mutual aid assistance.**
- (4) Berkeley Fire Department.
- (5) The Patrol Division Watch Commander, or in his/her absence, the Duty Command Officer.
- (6) **The Support Services Division Commander will be notified** if the found device constitutes a violation of the 12300 series of the Penal Code.
- (5) The police **have** the authority to force an evacuation of the premises, and the evacuees shall be moved at least 300 feet away and out of the line of **sight** of the target building. The evacuees shall be told to bring their belongings with them and stage nearby.

### RENDER SAFE AND TRANSPORTATION OF EXPLOSIVE DEVICES

- 6 - It will be the responsibility of the **Bomb Squad personnel** to direct searches for additional devices, render safe and arrange for the transportation of explosive materials.
  - (a) His/her decisions in these matters will be final unless relieved by a Commanding Officer.
- 7 - The assigned Explosive Ordinance Disposal Technicians shall assist the Detective Sergeant assigned by the Support Services Division Commander in the investigation of all explosives, incendiary devices and bombings, if needed.

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- 8 - Detailed information as to the construction of an explosive device, the reason it may have failed to detonate, or method used in rendering safe **shall** not be released to the news media. All officers are required to be familiar with the fundamentals of bomb investigation contained in the Berkeley Police Department Training Bulletin No. 15 (revised) and shall follow the stated procedures.
- 9 - All officers are required to be familiar with the fundamentals of bomb investigation contained in the Berkeley Police Department Training Bulletin No. 15 (revised) and shall follow the stated procedures.

References: Berkeley Police Department Training Bulletin NO. 15 (revised)  
California Penal Code, 12300 series