

# Bomb Threats

## Identifying hazardous or suspicious mail/objects

### Identifying if an object is suspicious

- a) Is it hidden?
- b) Is it obviously suspicious?
- c) Is it typical of your work area?
- d) Has there been unauthorised access?
- e) Has there been a perimeter breach?

### Identifying hazardous or suspicious mail

- a) Is there excessive securing material?
- b) Is it excessively heavy?
- c) Are there protruding wires or foil?
- d) Is it lopsided or unevenly weighted?
- e) Are there oily stains or visible powder and crystals?
- f) Is it in a stiff or rigid envelope?
- g) Is the package or mail expected?
- h) Are there visual distractions on the packaging?
- i) Has an excessive postage or delivery fee been paid by the sender?
- j) Are incorrect names and titles used?
- k) Is the address handwritten or poorly typed?
- l) Are there restrictive markings (e.g. confidential)?
- m) Are common words misspelt?
- n) Is it external or foreign mail?
- o) Does it lack the sender's address?