1. PURPOSE: The purpose of this guideline is to ensure that all members of the South Portland Fire Department understand our response to an initial bomb threat.

2. PROCEDURES:
   A bomb threat is a serious law enforcement matter. The South Portland Fire Department will assist law enforcement agencies to the best of its capabilities with its mission and scope.

   A bomb threat is a function of the police department.

   When the Communications Center is notified that a bomb threat has been received within a Public Building within the City of South Portland, the Duty Chief will be notified and make a determination as to the response of the Fire Department to the incident.

   Normal initial response will be for an Engine and Rescue, which will remain at their stations (assigned on CAD to the call). No information will be given over the air, NO EXCEPTIONS.

   The Department may take a supportive role to Law Enforcement and provide assistance such as:
   - Aid in evacuation of challenged students/residents
   - Establish perimeter distances and deny entry (similar to a hazmat event)
   - Establish a unified command post

   Fire Department personnel will not be utilized to search for explosive devices as they are neither trained nor equipped for this task.

3. REFERENCES:
   - SPFD Memo 99-3-27
   - CEFD SOG 7.501

By Order Of:

Kevin W Guimond
Kevin W. Guimond
Fire Chief