CONCEPT

Bomb Threats, Terrorist Threats & Emergency Response Management Course



Bomb Threats, Terrorist Threats & Emergency Response Management Course

Introduction:

Bomb Threats, Terrorist Threats and Emergency Response Management Course is a one-week course for security, facility, emergency response and business continuity leads, and its final deliverable is a bomb threat and terrorist incident response plan for the participant's premises. Organisations that receive a threat call or face a terrorist incident without a rehearsed plan lose minutes to confusion, evacuate into danger or halt operations longer than needed. Nominees already supervise security, safety or emergency arrangements at work, and the course is taught through response simulations. CoreConcept Training Center delivers this course on bomb threats and terrorist threats to international cohorts.

Course Objectives:

- Classify bomb threat and terrorist incident types and recognise hostile reconnaissance and pre-attack indicators at the premises
- Identify suspicious persons, vehicles and items and apply safe response principles without touching or moving any item
- Assess the credibility of a bomb threat and evaluate the risk it poses to people, assets and operations
- Receive, record and escalate threats arriving by telephone, email, social media or written note
- Select between search, evacuation, invacuation and shelter-in-place and direct the chosen action
- Coordinate emergency communication, crisis decisions, handover to police and civil defence, and post-incident recovery

Target Audience:

- Leads responsible for site security operations, guarding and access control
- Managers accountable for building operations, facilities and occupant safety
- Leaders of emergency response, fire warden and first aid teams
- Managers who own crisis management and business continuity arrangements
- HSE leads who maintain emergency plans and organise drills
- Supervisors of reception, switchboard and mailroom functions that receive threats first

Course Outline:

Day 1: Bomb Threat and Terrorism Awareness, Threat Types and Indicators

- Bomb Threat and Terrorist Threat Definitions and Organisational Impact
- Threat Typology for Hoax, Credible and Targeted Bomb Threats
- Terrorist Incident Types Including Vehicle, Marauding and Arson Attacks
- Hostile Reconnaissance Indicators and Pre-Attack Planning Patterns
- Threat Landscape Review Across Offices, Plants and Public Venues

Day 2: Threat Identification, Suspicious Items and Bomb Threat Assessment

- Behavioural Indicators for Suspicious Persons, Activities and Vehicles
- HOT Principles Applied to Unattended and Suspicious Items
- Four Cs Safe Response to Suspicious Packages and Mail
- Bomb Threat Credibility Assessment Using Low, Medium, High Criteria
- ISO 31000 Risk Evaluation of Threat Scenarios and Controls

Day 3: Bomb Threat Handling, Emergency Procedures, Evacuation and Shelter-in-Place

- Bomb Threat Checklist for Telephone Call Takers and Receptionists
- Email, Social Media and Written Threat Preservation and Logging
- Immediate Action Procedures and Decision Options After a Threat
- Staff Search Teams and Systematic Premises Search Plans
- Evacuation, Invacuation and Shelter-in-Place Decision Criteria and Routes

Day 4: Terrorist Incident Response, Crisis Management and Authority Coordination

- ISO 22320 Incident Command Roles for Security and Management
- Emergency Notification Cascades, Mass Messaging and Incident Reporting
- Unified Command Handover to Police and Civil Defence
- Marauding Attack Response Options to Escape, Hide and Alert
- ISO 22361 Crisis Team Decision-Making Under Uncertainty

Day 5: Response Simulations, Post-Incident Recovery and Business Continuity

- Telephone Bomb Threat Simulation From Call to Evacuation Decision
- Terrorist Incident Tabletop Simulation With Multi-Agency Coordination
- Post-Incident Scene Preservation and Investigation Support Procedures
- ISO 22301 Business Continuity Recovery and After-Action Review
- Completing the Bomb Threat and Terrorist Incident Response Plan

Skills You Will Gain:

- Hostile Reconnaissance Recognition
- Premises Search Coordination
- Evacuation and Invacuation Planning
- Incident Command Operation
- Crisis Communication Management
- Multi-Agency Liaison
- Emergency Exercise Design
- Post-Incident Recovery Planning

Why Attend This Course:

- Returns with a bomb threat and terrorist incident response plan, ready for the security manager and crisis team to adopt into the site emergency plan
- Decides within minutes whether a threat calls for no action, search, evacuation or shelter-in-place, and records the reasoning behind the decision
- Avoids unnecessary full evacuations, assembly point exposure and prolonged shutdowns that cost the unit time and revenue
- Briefs reception, mailroom and warden teams on threat call handling and suspicious item response after the course

Conclusion:

Once the participant is back, the security manager and the crisis management team can adopt the bomb threat and terrorist incident response plan into the site emergency plan and use it to decide how the premises respond to the next threat call, suspicious item or attack warning. Reception and mailroom staff receive the call-taker checklist, wardens receive evacuation and shelter-in-place routes, and the continuity lead receives the recovery steps. After its first use in a drill or real event, the organisation should review decision times, communication gaps and liaison with police and civil defence, then update the plan.

Frequently Asked Questions FAQ:

Which roles should an organisation nominate for bomb threats and terrorist threats emergency response training?

Nominate the people who would lead the response on the day: security and site operations leads, facilities managers, emergency response and warden team leaders, HSE leads who own emergency plans, and supervisors of reception, switchboard and mailroom teams likely to receive a threat first.

What should nominees already do at work before attending a bomb threats and terrorist threats course?

Nominees should already supervise security, safety, facilities or emergency arrangements, take part in drills and be able to direct staff during an incident. No prior counter-terrorism training is needed, but familiarity with the site emergency plan helps them apply each session to their own premises.

What does an organisation receive when a participant returns from bomb threats and terrorist threats emergency response training?

The organisation receives a bomb threat and terrorist incident response plan drafted for the participant's premises, covering call handling, threat assessment, search, evacuation and shelter-in-place decisions, emergency communication, liaison with authorities, recovery and lessons learned, ready for review by the crisis team.

Which standards does bomb threats and terrorist threats emergency response management training follow?

The course draws on ISO 31000 for risk evaluation, ISO 22320 for incident response and command, ISO 22361 for crisis management and ISO 22301 for business continuity, alongside widely used bomb threat checklists and HOT principles for suspicious items.