

San Diego Community College District

Procedure
7400-2

August 18, 1977

BOMB THREAT

This procedure is directed to all programs of the District. It prescribes the minimum required elements for site-developed bomb threat plans.

FUNCTION

1. Each geographic site (campus, center, or central office) shall develop a bomb threat plan consistent with the site's requirements and [Attachment 1](#) to this procedure.
2. Site bomb threat plans shall be developed by the safety officer appointed pursuant to Policy 7400, December 23, 1976.
3. The bomb threat plan shall be approved by the site chief administrator not more than 120 days following the effective date of this procedure.
4. Personnel at locations where bomb threat plans are not required are not required shall be familiar with the attachments to this procedure.

IMPLEMENTATION

The chief administrator at each site shall insure that a site bomb threat plan is developed and approved, and that appropriate personnel are familiar with the plan's provisions.

FORMS/REFERENCES

SDCCD Policy 7400
[Attachment 1](#) to this procedure

BASIC ELEMENTS OF A BOMB THREAT PLAN