Bombing Prevention Lanyard Card User Guide

Introduction

▶ The Current Threat Environment

- Explosive devices remain the weapon of choice for terrorists, and improvised explosive devices (IEDs), such as pipe bombs, pressure cookers, and backpacks or bottles filled with volatile materials, are most commonly encountered
- In recent years, there has been a shift towards "lone wolf" attacks based on guidance from extremist group propaganda
- Facilities such as hotels, entertainment and sporting venues, retailers, and hospitals are seen as attractive or "soft" targets for attacks since they are easily accessible and have high concentrations of people

▶ What Is an IED?

- An IED is "[a]ny device placed or fabricated in an improvised manner incorporating destructive, lethal, noxious, pyrotechnic, or incendiary chemicals and designed to destroy, incapacitate, harass, or distract" (*Source: Department of Defense Joint Publication 1-02 Dictionary of Military and Associated Terms*)
- Using the acronym **SIMP-CE** can help to recall the components of an IED:
    - **Switch:** Arming, firing, time, pressure, radio-controlled, tilt, etc.
    - **Initiator:** Electrical initiator, igniter, light/flash bulb, time fuse, etc.
    - **Main Charge:** Commercial explosives, homemade explosives, liquid explosives, propellants, etc.
    - **Power Source:** Alternating current (AC), direct current (DC) flow, mechanical energy, etc.
    - **Container:** Vehicle, backpack, vest, etc.
    - **Enhancements:** Biological/chemical agents, fragmentation, fuel, radiological, etc.

| **S**witch | **I**nitiator | **M**ain Charge | **P**ower Source | **C**ontainer | **E**nhancement |

Figure 1: SIMP-CE Acronym for IED components

▶ How You and Your Staff Can Play a Role in Security

- Random terrorist and criminal acts aiming to cause damage and chaos highlight the need for **everyone** can to play a role in security
- More often than not, it is someone who is **not** a member of a security team that recognizes something out of the ordinary and notifies proper authority, which can help prevent incidents and minimize casualties
- These Bombing Prevention Lanyard Cards can enhance the ability of all employees to play a valuable role in the security of your establishment, and can help ensure all personnel know how to respond in the event of a bomb threat or evacuation

Bombing Prevention Lanyard Cards

▶ Card Overview

- These Bombing Prevention Lanyard Cards provide quick-reference information and key reminders that empower action, both on the job every day and in the event of an incident
- Attaching the cards to your badge or ID holder, or displaying them in places like breakrooms and kiosks provides all employees with critical information that can enable them to:
  - Prevent incidents
  - Recognize and report suspicious items and behaviors
  - Act quickly to minimize chaos and save lives in the event of an incident

▶ How Can These Cards Be Used?

- Share these cards with all employees to ensure that everyone knows the chain of command, who to notify regarding a suspicious item or behavior, and where to evacuate to in the event of an incident
- Provide quick-reference information that employees can have on-hand in the event of an encounter with a suspicious item or suspicious behavior, a bomb threat, and/or evacuation, effectively empowering and enabling them to take action
- Use this as an opportunity to start or guide a bomb threat planning discussion with leadership and security teams

▶ Guidance for Use and Distribution

The Bombing Prevention Lanyard Cards are available for download and printing in three sizes:
  - 4 in x 7 in
  - 3 in x 5 in
  - 2.5 in x 3 in
- Print and cut out these cards, folding them along the dotted center line. They can either be slid into an existing lanyard or badge holder, or hole-punched and attached to an existing ring of cards
- For employees who cannot wear lanyards due to foodservice roles or other regulations, a full-page (8.5 in x 11 in) version is available for printing and posting in workplace areas
- For organizations that use a mobile application to provide emergency response information to their employees, the 8.5 in x 11 in version can also be uploaded to any web-based application
- Before distribution, insert your organization's information on the following two areas of the card, either by writing in this information, or by applying a sticker or stamp containing the relevant information:
  - "Alert:…" - Insert supervisor's name and contact information here (*Who do you want your employees to notify in the event of an incident?*)
  - "Check that your designated evacuation area is safe, then evacuate to:…" - Insert designated evacuation location or distance here (*Where do you want your employees to go in the event of an evacuation?*)
- Choose the sizes and versions that work best for your employees
- Brief your employees on the cards, their purpose, and content during roll-call or regular staff meetings
- Use them to bring new or contract employees up to speed as they are brought onto the team
- Include them in your organization's security plans, and make sure leadership is aware of the guidance being given to employees

For more information on the Office for Bombing Prevention (OBP) or additional bombing prevention training, capabilities building, and preparedness materials, visit www.dhs.gov/obp or email OBP@hq.dhs.gov

When encountering a suspicious item remember to R.A.I.N.

Recognize
- Look out for suspicious items or behaviors
- Identify item components such as wires, labels, and container
- Take note of location and time

Avoid
- Move away and move others away, checking that new location is safe
- DO NOT touch or tamper with item
- Use of radios or cell phones is NOT recommended unless the "all clear" has been given

Isolate
- Secure the scene to ensure that others do not enter the area

Notify
- Alert _____ _____
- Call 9-1-1 if no supervisor is available

YOU know what is typical at your facility
If something looks or feels wrong,
REPORT IT -
Security is everyone's responsibility

Keep an eye out for:

- Individuals taking notes or pictures regarding security procedures
- Items that are out of place, or anything that is Hidden, Obviously Suspicious, or Not Typical (H.O.T.)
- Baggage or packages emitting strange sounds, vapors, or odors, or containing unexplainable electronics or wires
- Individuals with nervous or evasive attitudes, or an inordinate concern with privacy

In the event of an evacuation:

- Check that your designated evacuation area is safe, then evacuate to _____
  _____
  _____
- Do not leave evacuation area without notifying supervisor unless instructed to do so or in immediate danger
- Remain alert for dangers at new location

Fold here

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