

# Sacramento Police Department

## Bomb Squad Manual



RM 532.16



# SACRAMENTO POLICE DEPARTMENT

## REFERENCE MANUAL 532.16



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### 532.16

### BOMB SQUAD MANUAL

07-12-2011

TO: ALL PERSONNEL

All explosives shall be handled by members of the Department Bomb Squad. The Department's goal is to protect lives and property and to minimize the impact these incidents have on the community.

Officers shall report, through the chain of command to the Chief of Police, any discrepancies or conflicts they discover between the contents of this manual and current law or police procedure.

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**A. DUTIES AND RESPONSIBILITIES OF THE BOMB SQUAD**

1. Render safe and/or remove suspected improvised explosive devices (IEDs), incendiary devices, explosives, pyrotechnics, flares, explosive chemicals and other hazardous situations (i.e. items classified by the FBI as Weapons of Mass Destruction in accordance with title 18 USC 2332).
2. Provide for proper and safe transportation, disposal and/or storage of explosives and other items as referred to above.
3. Respond and evaluate suspicious objects/packages/vehicles.
4. Compile and report information on explosive devices and incidents to the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) Bomb and Arson Tracking System (BATS).
5. Collect and preserve evidence.
6. Document information and submit written reports.
7. Conduct all follow-up investigations.
8. Prepare and provide court room testimony.
9. Store, maintain and inventory bomb squad equipment.
10. Provide support to special operations/events, including dignitary protection.
11. Prepare and participate in explosive related training programs.
12. Maintain professional liaison with other state and local bomb squads, military explosive ordnance disposal (EOD) units, Federal agencies and other associations.
13. Develop emergency response plans for bomb threats, IED's and bomb crime scenes.
14. Develop and promulgate bomb threat awareness and safety programs for public and private organizations.
15. Provide training to Department personnel as it relates to explosives and explosive devices, as well as the response to such incidents.
16. Report found or recovered military ordnance to military EOD units.
17. Support specialized law enforcement with the clearing of drug labs, marijuana fields or other locations where booby traps and explosives could be located.
18. Provide robotic support.
19. Provide explosive breaching support.
20. Special searches, including oversight on the use of explosive detection canines during operations.
21. Provide mutual aid when requested and authorized.

**B. ORGANIZATIONAL STRUCTURE**

1. Bomb Squad Supervisor
  - a. Shall be a Hazardous Devices School (HDS) certified bomb technician or accepted to HDS within 6 months of being selected as bomb squad supervisor.
2. Core Staffing
  - a. Shall be comprised of HDS certified bomb technicians.
3. Supervision
  - a. While performing bomb squad functions the bomb technicians will be under the supervision of the bomb squad supervisor.

**C. NOTIFICATION AND RESPONSIBILITIES OF THE BOMB SQUAD SUPERVISOR**

1. The Bomb Squad Supervisor shall be notified in the following circumstances:
  - a. When more than 2 technicians are needed on a call.
  - b. For call-outs involving SWAT and/or critical incidents.
  - c. When any injury occurs as the result of an explosion.
  - d. Any incident involving significant media exposure.
  - e. Information that needs to be forwarded up the chain of command.
2. It is the responsibility of the bomb squad supervisor to:
  - a. Direct/Supervise bomb squad operations.
  - b. Maintain required files and reports.
  - c. Assign cases for follow-up investigation.
  - d. Ensure reports are completed and reported to the ATF BATS system.
  - e. Coordinate training and maintain training records.
  - f. Act as liaison with other agencies.

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**D. BOMB SQUAD PROCEDURES**

**1. General Safety**

a. Priorities that should guide bomb technicians during the formulation of their response plan(s) are:

- (1) Safety to the public.
- (2) Safety of the officers on the scene, including the bomb technician.
- (3) Collection and preservation of evidence.
- (4) Convenience to the public/restoration of service.

b. Principles to be followed during a bomb squad call out are:

- (1) [REDACTED]

(4) Calls involving a suspicious package/device or confirmed explosive device/live explosives require a minimum of two certified technicians to respond. Technician response to other calls may be determined by the bomb squad supervisor based on the totality of the circumstances.

- (5) [REDACTED]

c. **Equipment Use on Suspicious Items/Devices:** The overall situation, including the circumstances and the physical environment will be used to determine the use of specialized equipment. The following general guidelines will be used in making this determination.

- (1) [REDACTED]

(6) **Additional Equipment**

(a) A squad should have a vehicle suitable for transporting all the necessary equipment and two technicians.

(b) [REDACTED]

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**E. RESPONSE PROCEDURES FOR SUSPICIOUS ITEMS**

1. While enroute, attempt to contact the officer in charge at the scene to determine the number of bomb squad personnel and equipment needed. Advise the officer in charge that [REDACTED].
2. Discuss possible evacuation of the area.
3. [REDACTED]
7. Upon arrival, contact the officer in charge for an update.
8. Change/suggest evacuation or shelter in place as needed.
9. Modify the bomb squad personnel and equipment needed.
10. Verify/request Fire and Ambulance if necessary.
11. [REDACTED]
15. Set up and test all equipment before approaching the suspect item.
16. When approaching the suspect item, always go prepared with the proper equipment.
17. [REDACTED]
18. The technicians shall be responsible for the crime scene and the collection, packaging, logging and preservation of all evidence in accordance with Department evidence procedures.
19. Deteriorated Products/Chemicals/Explosives
  - a. [REDACTED]

**F. TRANSPORTATION OF SUSPICIOUS DEVICES**

1. Consideration will be given to the following prior to the transportation of a suspicious device:
  - a. The decision to transport a suspect device should be weighed carefully to ensure that the act of loading and transporting does not unduly increase the hazards to the technician or the public.
  - b. Property damage and evidentiary value shall be taken into consideration but shall not compromise the safety of personnel or the public.
2. [REDACTED]

**G. POST BLAST PROCEDURES**

1. Bomb squad technicians will respond to post blast incidents to:
  - a. [REDACTED]
  - c. Investigate the crime.
  - d. Conduct crime scene investigation or assist Crime Scene Investigators.

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**H. RANGE PROCEDURES**

1. Safety is the primary goal when dealing with explosives at the range. Any bomb technician may raise a concern over the safety of an activity or procedure. If a concern is voiced, all activity shall stop until the concern is appropriately addressed and resolved.
2. The following range safety procedures shall be followed:
  - a. A minimum of two technicians will be present during all range procedures.
  - b. Only bomb technicians or technicians in training are permitted to be present during the connection of blasting caps to live explosives during range operations.
  - c. Technicians will notify/coordinate disposal operations with appropriate authorities and surrounding facilities which may be affected.
  - d. Access is restricted to bomb technicians and emergency response personnel, or fire apparatus and ambulance.
  - e. Night time range operations will only be done when absolutely necessary to render safe a dangerous device that cannot wait until the following day.
  - f. [REDACTED]
  - g. A range safety officer will be designated to observe operations and ensure appropriate procedures are adhered to per HDS training.
  - h. [REDACTED]
  - i. Technicians will be aware of toxic/hazardous chemicals.
  - j. [REDACTED]
3. Proper personal protective equipment will be used and may include the following:
  - a. [REDACTED]
  - d. Hearing protection.

**I. COMMERCIAL EXPLOSIVES DISPOSAL PROCEDURES**

1. For old or deteriorated dynamite or any other sensitive unstable explosives the following guidelines will be followed:
  - a. [REDACTED]
  - c. A waiver-of-damages form is recommended to be signed by the property owner or responsible person(s), prior to the destruction.
  - d. The area being used for disposal of explosives should be inspected to minimize potential property damage prior to the disposal.
  - e. The preferred methods of disposal of explosives and blasting caps are:
    - (1) [REDACTED]
  - f. Disposal operations should only be conducted during daylight hours unless exigent circumstances exist.

**J. MILITARY ORDNANCE PROCEDURES**

1. [REDACTED] The following guidelines are recommended when dealing with military ordnance:
  - a. Obtain as much information as possible on the ordnance.
  - b. If there is any question or doubt of being able to safely move the item, the area [REDACTED].
  - c. At no time will bomb squad personnel transport or dispose of military ordnance with which they are unfamiliar or unequipped to handle.
  - d. [REDACTED]

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**K. REMOTE CONTROLLED DEVICE PROCEDURES**

1. The following guidelines should be followed when working with a suspected remote controlled (radio frequency) device:

a.

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**L. SPECIAL OPERATIONS/DRUG RAIDS**

1. Bomb technicians may be requested to assist in a tactical situation. Prior to deployment the bomb squad shall be included in all related briefings.

a. Special Weapons and Tactical (SWAT) operations

(1) Use of bomb technicians for breaching operations or diversion devices.

(2) Use of the robot for observation, communications and clearing of locations.

(3)

b. Drug labs, marijuana fields and drug search warrants

(1) Searches of clandestine drug locations shall be the responsibility of the law enforcement agency in charge of the operation.

c. Dignitary protection

(1) Bomb Squad personnel will coordinate with local, state and federal agencies the search and stand-by requirements during these events.

**M. STORAGE OF DEVICES AND EXPLOSIVES**

1. Except for emergency situations, explosives will be stored in accordance with Alcohol, Tobacco and Firearms (ATF) regulations.

2. A continuous/updated inventory of explosives must be kept.

3. Strong consideration should be given to alarming, fencing and lighting the immediate area surrounding an explosive magazine.

4. Magazine/storage safety rules:

a. No smoking, matches or spark-producing devices are allowed in or around the storage facility.

b. Keep the storage grounds free from brush, leaves and weeds. Keep area properly drained from standing water.

c. Keep the storage interior clean and ventilated.

d. Only approved non-sparking tools and lights allowed inside the storage area.

e. Keep explosives properly stacked and rotated.

f. Keep explosives and caps properly separated.

g. Do not store fireworks, chemicals or flammable fluids with explosives.

**N. BOMB THREATS AND SEARCHES (also refer to G.O. 532.03 - Bomb Threats/Explosive Devices)**

1. Initial response to locations having received a bomb threat will normally be handled by patrol personnel. Searches and evacuation of these locations will normally be the responsibility of the owner/manager/administrator.

a. An explosive detection canine may be used to assist in the search. Canines should never be used to examine items already identified as suspicious.

b.

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d.

All searchers will be instructed not to disturb any suspicious items that may be located.

e.

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g. The suspected explosive device will be handled in accordance with bomb squad procedures.

2. [REDACTED]

NOTE: Because of the sensitive location, once a threat is received the bomb squad may respond as part of the initial search team and participate in the initial search.

3. [REDACTED]

**O. REPORTING OF INCIDENTS**

1. Complete all Department reports.
2. [REDACTED]
3. Report all incidents to the ATF Bomb and Arson Tracking System (BATS).

**P. MUTUAL AID/VOLUNTARY COOPERATION**

1. The public safety bomb squad program in the U.S. is structured to maximize experience and training levels among the accredited bomb squads. It is important that every effort be made to provide bomb squad assistance and/or cooperate in the training of other agencies in the surrounding region and in accordance with any Memorandums of Understanding (MOUs) that may be in place.

**Q. REFERENCES TO CONSIDER**

1. FBI National Guidelines for Bomb Technicians.
2. NBSCAB "National Strategic Plan"
3. FBI STB 2003-1 "Range Safety and Basic Demolition Procedures"
4. ATF "Guide to Developing a Permanent Disposal Range"
5. ATF "Federal Explosives Law and Regulations"