

**Riverview Gardens - Municipality of Chatham-Kent**  
**EMERGENCY RESPONSE PLAN**  
**BOMB THREAT – ANNEX W**

**Policy Code: EME BOM**

**Issued: March 2010**

**Revised: November 2023**

**Table of Contents**

Introduction .....2

Bomb Threat.....2

    Bomb Threats Received by Telephone .....2

    Suspicious Object is Discovered .....3

    Responsibility of Senior Person in Charge of Building.....3

    Bomb Threat Search .....4

    Bomb Threat Telephone Check List .....4

    Bomb Threat Search Form.....7

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

Policy Code: EME BOM

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#### Introduction

This Annex is available for staff only.

#### Bomb Threat

Bomb threats, although rarely received in health care facilities, can occur. Should such a threat occur, staff must be prepared to deal with it in a calm, organized effective manner to protect the safety of residents, visitors and staff.

If there is a bomb threat it is important for staff to remember:

- Remain calm, do not panic;
- Do not use the elevators;
- Do not report any information to the media.

#### Bomb Threats Received by Telephone

Bomb threats are usually received by telephone.

**THE PERSON RECEIVING THE BOMB THREAT MUST AVOID PANIC AND REMAIN CALM!**

If you answer a phone and the caller indicates they have, or will be placing any sort of explosive device in the facility or on the grounds complete the following tasks:

- Refer to the Bomb Threat Telephone Guide which is found near all telephones;
- Follow the Guide and complete the telephone checklist;
  - Pay particular attention to background noises when call received;
  - Listen closely to the voice and try to identify any distinguishing features;
  - NEVER hang up on an individual claiming to have an explosive device.
- Immediately notify a senior manager or the charge nurse, or delegate this task to a co-worker while remaining on the phone with the caller. For staff working at reception, push the alarm call button under the desk to alert senior managers that support is needed.

While on the phone with the caller, attempt to do the following:

- Keep the caller talking for as long as possible;
- Obtain as much information as possible and document it on the telephone checklist;
- Take checklist with you in the event of evacuation or provide it to police when they arrive on scene;
- Listen carefully to caller, making notes while they are talking;
- Do not interrupt the caller and be calm and courteous;
- Determine the location of bomb;
- Ask what time the explosive device is set to go off;

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

Policy Code: EME BOM

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- Ask the caller what type of explosive device it is;
- Ask about the reason for the threat;
- Determine if the caller is male or female;
- Other identifying information (e.g. Accent, previous employee, background noise).

#### **Suspicious Object is Discovered**

- DO NOT TOUCH THE OBJECT
- MAKE NO ATTEMPT TO MOVE OR HANDLE IT
- Note visual description and exact location
- One person must remain in areas as observer and to prevent other people from attempting to touch or remove object
- Other staff member reports immediately to the person in charge as to location/description of the object
- Depending on the exact location of the object, it may be necessary to evacuate the premises or a portion of the premises.

#### **Responsibility of Senior Person in Charge of Building**

The senior person in charge of the building could be:

- Director, Senior Services;
- Director of Nursing;
- Charge Nurse.

Once notified that a bomb threat has been received, the senior person in charge of the building is responsible to co-ordinate and institute the following procedures:

- **Immediately notify Chatham-Kent Police Service, by dialing 911 and providing our address of:**  
**519 King Street West;**
  - Having all the information gathered from the phone call available for them;
  - Notify the Director, Senior Services if not in the facility;
  - Protect the safety and wellbeing of the residents and staff;
  - Initiate Emergency Response Plan, as required (Code Green, Lockdown etc.);
  - Initiate Bomb Threat Search Procedure, as required.

Chatham-Kent Police Services will assume command of the situation upon their arrival. If they require the facility to be locked down please contact the Supervisor of Maintenance Services.

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

Policy Code: EME BOM

Issued: March 2010

Revised: November 2023

#### Bomb Threat Search

Police will determine and initiate search tactics. All staff are to take direction based on the Chatham-Kent Police Services expertise.

- Charge Nurse will initiate search by assigning staff to search teams in consultation/direction from police;
- Each team will be assigned to search a specific area of the building. Priority will be given to areas which are easily assessable (e.g. stairwells, hallways, washrooms, elevator shafts, and all unlocked areas);
- Search should be documented on the form Bomb Threat Search located in all Care Centers in the Emergency Response Plan Binders;
- Staff should search areas they are familiar with, if at all possible;
- Staff should identify their own lunch containers, brief cases, purses, etc. Any items that are not identifiable should not be handled and police services should be notified;
- Cabinets, files and drawers should be unlocked for the search team. Narcotic and drug cabinets should be unlocked, checked and immediately relocked in the presence of a registered staff member.
- Special attention should be given to closed rooms, areas under construction and other unstaffed areas.

Searchers will be looking for any unusual objects in an unusual place (e.g. shoebox in stairwell, duffel bag in hallway, etc.). Staff will receive further instructions on what to look for by police services prior to beginning.

#### Bomb Threat Telephone Check List

MUNICIPALITY OF CHATHAM-KENT

### BOMB THREAT TELEPHONE GUIDE



✓ A **Bomb Threat** can be received by any person answering a telephone. Bomb threats are rare, but should be treated as genuine and serious until otherwise established.

✓ If you are the recipient of this kind of call, do your best to gather the information contained in this pamphlet under the “Telephone Guide” Section.

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

Policy Code: EME BOM

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✓ One of these forms should remain close to every telephone, or know where you can access one in a hurry.

✓ Acquaint yourself with this form in advance of an emergency.

Note: This guide has been developed for Riverview Gardens.

#### BOMB THREAT TELEPHONE GUIDE

#### When a Bomb Threat is Received

- Remain calm and attentive.
- Be courteous and do not interrupt the caller.
- Obtain as much information as possible.
- Notify your Supervisor and forward the following written information:

#### Exact Wording of Threat

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#### QUESTIONS TO ASK

- Where is the bomb located? \_\_\_\_\_
- What time will the bomb explode? \_\_\_\_\_
- Why did you place it? \_\_\_\_\_
- What does the bomb look like? \_\_\_\_\_
- When did you place the bomb? \_\_\_\_\_
- What kind of bomb is it? \_\_\_\_\_
- What will make the bomb explode? \_\_\_\_\_
- Where are you calling from? \_\_\_\_\_
- What is your name? \_\_\_\_\_

***Attempt to keep the caller on the line as long as possible.***

***Tell the caller the building is occupied and detonation of a bomb could result in serious injury or death to innocent people.***

#### IDENTIFYING CHARACTERISTICS

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

Policy Code: EME BOM

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Revised: November 2023

<b>SEX</b>		MALE		FEMALE		NOT SURE
<b>VOICE</b>		Loud		Soft		Not Sure
<b>SPEECH</b>		Fast		Slow		Other
<b>DICTION</b>		Good		Nasal		Lisp
<b>MANNER</b>		Emotional		Calm		Vulgar
<b>ACCENT</b>		French		English		Other

Background Noises:

\_\_\_\_\_

Estimated Age: \_\_\_\_\_

Voice was Familiar (specify) \_\_\_\_\_

Was Caller Familiar with Area/Building: \_\_\_\_\_

Your Name/Department: \_\_\_\_\_

Time Call Received: \_\_\_\_\_

Duration of Call: \_\_\_\_\_

Date: \_\_\_\_\_

Call Trace: \_\_\_\_\_

Outside or inside call (if determinable): \_\_\_\_\_

### IN CASE OF A BOMB THREAT

1. Complete this Telephone Guide.
  - Pay particular attention to back ground noises when call received.
  - Listen closely to the voice and try to identify any distinguishing features.
  - If possible, determine if call came from within or outside of the building.
2. Notify your immediate Supervisor, or designate, and provide details.
3. The Senior person in charge of the building (Director, Seniors Services, Director of Nursing, Nurse Managers, Charge Nurse) is responsible to co-ordinate and institute the following procedures:
  - Immediately notify Municipal Police Service, if not already done and have all information available for them
  - Protect the safety and wellbeing of the residents and staff
  - Initiate Emergency plan, as required
  - Liaise with Municipal Police Services as needed
4. Police will determine and initiate search tactics.

### IMPORTANT TIPS

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

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- Do Not Use Elevators.
- Do Not Use Equipment with radio frequencies during a bomb threat as this might set off a bomb. *This includes electronic equipment such as portable radios, cellular phones, and remote controls.*
- Do Not Report any Information to the Media.
- Don't Panic!

***For further information, contact your Supervisor, Director of Senior Services, Director of Nursing or the Manager, Occupational Safety.***

#### **Bomb Threat Search Form**

Each home unit has its own specific search form, see below. Each form must be filled out completely and each area should be checked twice, by two different people and at different times.

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## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

**Policy Code: EME BOM**

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#### Lily Valley West, 2<sup>nd</sup> Floor Bomb Search Check List

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found.

LILY VALLEY WEST			LILY VALLEY WEST		
C217	Corridor		W218	Bedroom	
W255	Care Centre		W221	Housekeeping	
W254	Medical Room		W219	Bedroom	
C216	Storage Corridor		W220	Bedroom	
W258	Storage		W222	Charting Nook	
W211	Equipment Room		W224	Bedroom	
W201	Bedroom		W225	Bedroom	
W202	Bedroom		W226	Equipment	
W203	Bedroom		W227	Bedroom	
W204	Bedroom		W228	Bedroom	
W205	Bedroom		W229	Linen Storage	
W206	Bedroom		W230	Bedroom	
W207	Bedroom		W231	Bedroom	
W208	Bedroom		W232	Lounge	
ST4-2	Stairway		C223	Corridor	
C219	Corridor		ST6-2	Stairway	
W210	Linen Storage		W233	Bedroom	
W212	Laundry		W234	Bedroom	
W259	Office		W235	Bedroom	
W256	Resident Washroom		W236	Bedroom	
W209	Staff Washroom		W237	Bedroom	
W257	Housekeeping Equipment		W238	Bedroom	
W253	Dinning Room		W239	Bedroom	
W251	Activity Room		W240	Bedroom	
W250	Activity Room Storage		W241	Bedroom	
W252	Terrace		W242	Bedroom	
W213	Family Room		W243	Bedroom	
ST5-2	Stairway		W244	Bedroom	
C221	Corridor		W245	Vestibule	
W214	Utility Room		W246	Shower	
C222	Corridor		W247	Resident Washroom	
W215	Bedroom		W248	Tub Room	
W216	Bedroom		W249	Electrical	
W216B	Storage Room				
W217	Bedroom				

#### Lily Valley East, 2<sup>nd</sup> Floor Bomb Search Check List



# Riverview Gardens - Municipality of Chatham-Kent

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Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark  X if a suspicious object is found.

LILY VALLEY EAST			LILY VALLEY EAST		
C213	Corridor		ST2-2	Stairway	
E251	Activity Room		C215	Corridor	
E250	Activity Room Storage		E214	Soiled Utility Room	
E252	Terrace		E215	Bedroom	
E253	Dining Room		E216	Bedroom	
E205	Servery		E217	Bedroom	
C206	Home Kitchen		E218	Bedroom	
C201	Public Lobby		E221	Housekeeping Storage	
EL1	Public Elevator		E219	Bedroom	
EL2	Public Elevator		E220	Bedroom	
C207	First Aid		E222	Charting Nook	
C208	Public Washroom		E224	Bedroom	
C209	Multi-Purpose Room		E225	Bedroom	
C209A	Washroom & Shower		E226	Equipment Storage	
C210	Office		E227	Bedroom	
C202	Service Vestibule		E228	Bedroom	
EL3	Service Elevator		E229	Linen Storage	
EL4	Service Elevator		E230	Bedroom	
C203	Laundry Chute		E231	Bedroom	
C204	Garbage Room		E232	Lounge	
E254	Medical Room		E232A	Lounge Storage	
E255	Care Centre		ST3-2	Stairway	
ST1-2	Stairway		C216	Corridor	
C211	Corridor		E233	Bedroom	
E201	Bedroom		E234	Bedroom	
E202	Bedroom		E235	Bedroom	
E203	Bedroom		E236	Bedroom	
E204	Bedroom		E237	Bedroom	
E205	Bedroom		E238	Bedroom	
E206	Bedroom		E239	Bedroom	
E207	Bedroom		E240	Bedroom	
E208	Bedroom		E241	Bedroom	
E209	Staff Washroom		E242	Bedroom	
E210	Linen Storage		E243	Bedroom	
E211	Equipment Storage		E244	Bedroom	

**Riverview Gardens - Municipality of Chatham-Kent**

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**Lily Valley East, 2<sup>nd</sup> Floor Bomb Search Check List**

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found.

<b>LILY VALLEY EAST</b>			<b>LILY VALLEY EAST</b>		
E212	Laundry		E245	Vestibule	
C212	Corridor		E246	Shower	
E256	Resident Washroom		E247	Resident Washroom	
E257	Housekeeping		E248	Tub Room	
C214	Corridor		E249	Electrical Room	
E213	Family Room				

**Rose Arbour West, 3rd Floor Bomb Search Check List**

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

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Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_  
 Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found.

ROSE ARBOUR WEST			ROSE ARBOUR WEST		
C317	Corridor		W318	Bedroom	
W355	Care Centre		W321	Housekeeping	
W354	Medical Room		W319	Bedroom	
C316	Storage Corridor		W320	Bedroom	
W358	Storage		W322	Charting Nook	
W311	Equipment Room		W324	Bedroom	
W301	Bedroom		W325	Bedroom	
W302	Bedroom		W326	Equipment	
W303	Bedroom		W327	Bedroom	
W304	Bedroom		W328	Bedroom	
W305	Bedroom		W329	Linen Storage	
W306	Bedroom		W330	Bedroom	
W307	Bedroom		W331	Bedroom	
W308	Bedroom		W332	Lounge	
ST4-3	Stairway		C323	Corridor	
C319	Corridor		ST6-3	Stairway	
W310	Linen Storage		W333	Bedroom	
W312	Laundry		W334	Bedroom	
W359	Office		W335	Bedroom	
W356	Resident Washroom		W336	Bedroom	
W309	Staff Washroom		W337	Bedroom	
W357	Housekeeping Equipment		W338	Bedroom	
W353	Dinning Room		W339	Bedroom	
W351	Activity Room		W340	Bedroom	
W350	Activity Room Storage		W341	Bedroom	
W352	Terrace		W342	Bedroom	
W313	Family Room		W343	Bedroom	
ST5-3	Stairway		W344	Bedroom	
C321	Corridor		W345	Vestibule	
W314	Utility Room		W346	Shower	
C322	Corridor		W347	Resident Washroom	
W315	Bedroom		W348	Tub Room	
W316	Bedroom		W349	Electrical	
W316B	Storage Room				
W317	Bedroom				

### Rose Arbour East, 3rd Floor Bomb Search Check List

# Riverview Gardens - Municipality of Chatham-Kent

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### BOMB THREAT – ANNEX W

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Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark  if a suspicious object is found.

ROSE ARBOUR EAST			ROSE ARBOUR EAST		
C313	Corridor		ST2-3	Stairway	
E351	Activity Room		C315	Corridor	
E350	Activity Room Storage		E314	Soiled Utility Room	
E352	Terrace		E315	Bedroom	
E353	Dining Room		E316	Bedroom	
E305	Servery		E317	Bedroom	
C306	Home Kitchen		E318	Bedroom	
C301	Public Lobby		E321	Housekeeping Storage	
EL1	Public Elevator		E319	Bedroom	
EL2	Public Elevator		E320	Bedroom	
C307	First Aid		E322	Charting Nook	
C308	Public Washroom		E324	Bedroom	
C309	Multi-Purpose Room		E325	Bedroom	
C309A	Washroom & Shower		E326	Equipment Storage	
C310	Office		E327	Bedroom	
C302	Service Vestibule		E328	Bedroom	
EL3	Service Elevator		E329	Linen Storage	
EL4	Service Elevator		E330	Bedroom	
C303	Laundry Chute		E331	Bedroom	
C304	Garbage Room		E332	Lounge	
E354	Medical Room		E332A	Lounge Storage	
E355	Care Centre		ST3-3	Stairway	
ST1-2	Stairway		C316	Corridor	
C311	Corridor		E333	Bedroom	
E301	Bedroom		E334	Bedroom	
E302	Bedroom		E335	Bedroom	
E303	Bedroom		E336	Bedroom	
E304	Bedroom		E337	Bedroom	
E305	Bedroom		E338	Bedroom	
E306	Bedroom		E339	Bedroom	
E307	Bedroom		E340	Bedroom	
E308	Bedroom		E341	Bedroom	
E309	Staff Washroom		E342	Bedroom	
E310	Linen Storage		E343	Bedroom	
E311	Equipment Storage		E344	Bedroom	

**Riverview Gardens - Municipality of Chatham-Kent**

**EMERGENCY RESPONSE PLAN**

**BOMB THREAT – ANNEX W**

**Policy Code: EME BOM**

**Issued: March 2010**

**Revised: November 2023**

**Rose Arbour East, 3rd Floor Bomb Search Check List**

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found.

<b>ROSE ARBOUR EAST</b>			<b>ROSE ARBOUR EAST</b>		
E312	Laundry		E345	Vestibule	
C312	Corridor		E346	Shower	
E356	Resident Washroom		E347	Resident Washroom	
E357	Housekeeping		E348	Tub Room	
C314	Corridor		E349	Electrical Room	
E313	Family Room				

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

**Policy Code: EME BOM**

**Issued: March 2010**

**Revised: November 2023**

#### Lilac Lane West, 4th Floor Bomb Search Check List

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found.

LILAC LANE WEST			LILAC LANE WEST		
C417	Corridor		W418	Bedroom	
W455	Care Centre		W421	Housekeeping	
W454	Medical Room		W419	Bedroom	
C416	Storage Corridor		W420	Bedroom	
W458	Storage		W422	Charting Nook	
W411	Equipment Room		W424	Bedroom	
W401	Bedroom		W425	Bedroom	
W402	Bedroom		W426	Equipment	
W403	Bedroom		W427	Bedroom	
W404	Bedroom		W428	Bedroom	
W405	Bedroom		W429	Linen Storage	
W406	Bedroom		W430	Bedroom	
W407	Bedroom		W431	Bedroom	
W408	Bedroom		W432	Lounge	
ST4-4	Stairway		C423	Corridor	
C419	Corridor		ST6-4	Stairway	
W410	Linen Storage		W433	Bedroom	
W412	Laundry		W434	Bedroom	
W459	Office		W435	Bedroom	
W456	Resident Washroom		W436	Bedroom	
W409	Staff Washroom		W437	Bedroom	
W457	Housekeeping Equipment		W438	Bedroom	
W453	Dinning Room		W439	Bedroom	
W451	Activity Room		W440	Bedroom	
W450	Activity Room Storage		W441	Bedroom	
W452	Terrace		W442	Bedroom	
W413	Family Room		W443	Bedroom	
ST5-4	Stairway		W444	Bedroom	
C421	Corridor		W445	Vestibule	
W414	Utility Room		W446	Shower	
C422	Corridor		W447	Resident Washroom	
W415	Bedroom		W448	Tub Room	
W416	Bedroom		W449	Electrical	
W416B	Storage Room				
W417	Bedroom				

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

**Policy Code: EME BOM**

**Issued: March 2010**

**Revised: November 2023**

#### Lilac Lane East, 4th Floor Bomb Search Check List

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found.

LILAC LANE EAST			LILAC LANE EAST		
C413	Corridor		ST2-4	Stairway	
E451	Activity Room		C415	Corridor	
E450	Activity Room Storage		E414	Soiled Utility Room	
E452	Terrace		E415	Bedroom	
E453	Dining Room		E416	Bedroom	
E405	Servery		E417	Bedroom	
C406	Home Kitchen		E418	Bedroom	
C401	Public Lobby		E421	Housekeeping Storage	
EL1	Public Elevator		E419	Bedroom	
EL2	Public Elevator		E420	Bedroom	
C407	First Aid		E422	Charting Nook	
C408	Public Washroom		E424	Bedroom	
C409	Multi-Purpose Room		E425	Bedroom	
C409A	Washroom & Shower		E426	Equipment Storage	
C410	Office		E427	Bedroom	
C402	Service Vestibule		E428	Bedroom	
EL3	Service Elevator		E429	Linen Storage	
EL4	Service Elevator		E430	Bedroom	
C403	Laundry Chute		E431	Bedroom	
C404	Garbage Room		E432	Lounge	
E454	Medical Room		E432A	Lounge Storage	
E455	Care Centre		ST3-4	Stairway	
ST1-4	Stairway		C416	Corridor	
C411	Corridor		E433	Bedroom	
E401	Bedroom		E434	Bedroom	
E402	Bedroom		E435	Bedroom	
E403	Bedroom		E436	Bedroom	
E404	Bedroom		E437	Bedroom	
E405	Bedroom		E438	Bedroom	
E406	Bedroom		E439	Bedroom	
E407	Bedroom		E440	Bedroom	
E408	Bedroom		E441	Bedroom	
E409	Staff Washroom		E442	Bedroom	
E410	Linen Storage		E443	Bedroom	
E411	Equipment Storage		E444	Bedroom	

**Riverview Gardens - Municipality of Chatham-Kent**

**EMERGENCY RESPONSE PLAN**

**BOMB THREAT – ANNEX W**

**Policy Code: EME BOM**

**Issued: March 2010**

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**Lilac Lane East, 4<sup>th</sup> Floor Bomb Search Check List**

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found.

<b>LILAC LANE EAST</b>			<b>LILAC LANE EAST</b>		
E412	Laundry		E445	Vestibule	
C412	Corridor		E446	Shower	
E456	Resident Washroom		E447	Resident Washroom	
E457	Housekeeping		E448	Tub Room	
C414	Corridor		E449	Electrical Room	
E413	Family Room				



# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

**Policy Code: EME BOM**

**Issued: March 2010**

**Revised: November 2023**

#### Sunflower Square West, 5<sup>th</sup> Floor Bomb Search Check List

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found.

SUNFLOWER SQUARE WEST			SUNFLOWER SQUARE WEST		
C517	Corridor		W518	Bedroom	
W555	Care Centre		W521	Housekeeping	
W554	Medical Room		W519	Bedroom	
C516	Storage Corridor		W520	Bedroom	
W558	Storage		W522	Charting Nook	
W511	Equipment Room		W524	Bedroom	
W501	Bedroom		W525	Bedroom	
W502	Bedroom		W526	Equipment	
W503	Bedroom		W527	Bedroom	
W504	Bedroom		W528	Bedroom	
W505	Bedroom		W529	Linen Storage	
W506	Bedroom		W530	Bedroom	
W507	Bedroom		W531	Bedroom	
W508	Bedroom		W532	Lounge	
ST4-5	Stairway		C523	Corridor	
C519	Corridor		ST6-5	Stairway	
W510	Linen Storage		W533	Bedroom	
W512	Laundry		W534	Bedroom	
W559	Office		W535	Bedroom	
W556	Resident Washroom		W536	Bedroom	
W509	Staff Washroom		W537	Bedroom	
W557	Housekeeping Equipment		W538	Bedroom	
W553	Dinning Room		W539	Bedroom	
W551	Activity Room		W540	Bedroom	
W550	Activity Room Storage		W541	Bedroom	
W552	Terrace		W542	Bedroom	
W513	Family Room		W543	Bedroom	
ST5-5	Stairway		W544	Bedroom	
C521	Corridor		W545	Vestibule	
W514	Utility Room		W546	Shower	
C522	Corridor		W547	Resident Washroom	
W515	Bedroom		W548	Tub Room	
W516	Bedroom		W549	Electrical	
W516B	Storage Room				
W517	Bedroom				

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

**Policy Code: EME BOM**

**Issued: March 2010**

**Revised: November 2023**

#### Sunflower Square East, 5<sup>th</sup> Floor Bomb Search Check List

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found

SUNFLOWER SQUARE EAST			SUNFLOWER SQUARE EAST		
C513	Corridor		ST2-5	Stairway	
E551	Activity Room		C515	Corridor	
E550	Activity Room Storage		E514	Soiled Utility Room	
E552	Terrace		E515	Bedroom	
E553	Dining Room		E516	Bedroom	
E505	Servery		E517	Bedroom	
C506	Home Kitchen		E518	Bedroom	
C501	Public Lobby		E521	Housekeeping Storage	
EL1	Public Elevator		E519	Bedroom	
EL2	Public Elevator		E520	Bedroom	
C507	First Aid		E522	Charting Nook	
C508	Public Washroom		E524	Bedroom	
C509	Multi-Purpose Room		E525	Bedroom	
C509A	Washroom & Shower		E526	Equipment Storage	
C510	Office		E527	Bedroom	
C502	Service Vestibule		E528	Bedroom	
EL3	Service Elevator		E529	Linen Storage	
EL4	Service Elevator		E530	Bedroom	
C503	Laundry Chute		E531	Bedroom	
C504	Garbage Room		E532	Lounge	
E554	Medical Room		E532A	Lounge Storage	
E555	Care Centre		ST3-5	Stairway	
ST1-5	Stairway		C516	Corridor	
C511	Corridor		E533	Bedroom	
E501	Bedroom		E534	Bedroom	
E502	Bedroom		E535	Bedroom	
E503	Bedroom		E536	Bedroom	
E504	Bedroom		E537	Bedroom	
E505	Bedroom		E538	Bedroom	
E506	Bedroom		E539	Bedroom	
E507	Bedroom		E540	Bedroom	
E508	Bedroom		E541	Bedroom	
E509	Staff Washroom		E542	Bedroom	
E510	Linen Storage		E543	Bedroom	
E511	Equipment Storage		E544	Bedroom	

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

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#### Sunflower Square East, 5<sup>th</sup> Floor Bomb Search Check List

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found

SUNFLOWER SQUARE EAST			SUNFLOWER SQUARE EAST		
E512	Laundry		E545	Vestibule	
C512	Corridor		E546	Shower	
E556	Resident Washroom		E547	Resident Washroom	
E557	Housekeeping		E548	Tub Room	
C514	Corridor		E549	Electrical Room	
E513	Family Room				

# Riverview Gardens - Municipality of Chatham-Kent

## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

**Policy Code: EME BOM**

**Issued: March 2010**

**Revised: November 2023**

#### Tulip Trail West, 6<sup>th</sup> Floor Bomb Search Check List

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found

SUNFLOWER SQUARE WEST			SUNFLOWER SQUARE WEST		
C617	Corridor		W618	Bedroom	
W655	Care Centre		W621	Housekeeping	
W654	Medical Room		W619	Bedroom	
C616	Storage Corridor		W620	Bedroom	
W658	Storage		W622	Charting Nook	
W611	Equipment Room		W624	Bedroom	
W601	Bedroom		W625	Bedroom	
W602	Bedroom		W626	Equipment	
W603	Bedroom		W627	Bedroom	
W604	Bedroom		W628	Bedroom	
W605	Bedroom		W629	Linen Storage	
W606	Bedroom		W630	Bedroom	
W607	Bedroom		W631	Bedroom	
W608	Bedroom		W632	Lounge	
ST4-6	Stairway		C623	Corridor	
C619	Corridor		ST6-6	Stairway	
W610	Linen Storage		W633	Bedroom	
W612	Laundry		W634	Bedroom	
W659	Office		W635	Bedroom	
W656	Resident Washroom		W636	Bedroom	
W609	Staff Washroom		W637	Bedroom	
W657	Housekeeping Equipment		W638	Bedroom	
W653	Dinning Room		W639	Bedroom	
W651	Activity Room		W640	Bedroom	
W650	Activity Room Storage		W641	Bedroom	
W652	Terrace		W642	Bedroom	
W613	Family Room		W643	Bedroom	
ST5-6	Stairway		W644	Bedroom	
C621	Corridor		W645	Vestibule	
W614	Utility Room		W646	Shower	
C622	Corridor		W647	Resident Washroom	
W615	Bedroom		W648	Tub Room	
W616	Bedroom		W649	Electrical	
W616B	Storage Room				
W617	Bedroom				

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## EMERGENCY RESPONSE PLAN

### BOMB THREAT – ANNEX W

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#### Tulip Trail East, 6<sup>th</sup> Floor Bomb Search Check List

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found

TULIP TRAIL EAST			TULIP TRAIL EAST		
C613	Corridor		ST2-6	Stairway	
E651	Activity Room		C615	Corridor	
E650	Activity Room Storage		E614	Soiled Utility Room	
E652	Terrace		E615	Bedroom	
E653	Dining Room		E616	Bedroom	
E605	Servery		E617	Bedroom	
C606	Home Kitchen		E618	Bedroom	
C601	Public Lobby		E621	Housekeeping Storage	
EL1	Public Elevator		E619	Bedroom	
EL2	Public Elevator		E620	Bedroom	
C607	First Aid		E622	Charting Nook	
C608	Public Washroom		E624	Bedroom	
C609	Multi-Purpose Room		E625	Bedroom	
C609A	Washroom & Shower		E626	Equipment Storage	
C610	Office		E627	Bedroom	
C602	Service Vestibule		E628	Bedroom	
EL3	Service Elevator		E629	Linen Storage	
EL4	Service Elevator		E630	Bedroom	
C603	Laundry Chute		E631	Bedroom	
C604	Garbage Room		E632	Lounge	
E654	Medical Room		E632A	Lounge Storage	
E655	Care Centre		ST3-6	Stairway	
ST1-6	Stairway		C616	Corridor	
C611	Corridor		E633	Bedroom	
E601	Bedroom		E634	Bedroom	
E602	Bedroom		E635	Bedroom	
E603	Bedroom		E636	Bedroom	
E604	Bedroom		E637	Bedroom	
E605	Bedroom		E638	Bedroom	
E606	Bedroom		E639	Bedroom	
E607	Bedroom		E640	Bedroom	
E608	Bedroom		E641	Bedroom	
E609	Staff Washroom		E642	Bedroom	
E610	Linen Storage		E643	Bedroom	
E611	Equipment Storage		E644	Bedroom	

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#### Tulip Trail East, 6<sup>th</sup> Floor Bomb Search Check List

Name of Searcher: \_\_\_\_\_ Department: \_\_\_\_\_

Contact information of searcher: \_\_\_\_\_ Date of Search: \_\_\_\_\_

Start of Search: \_\_\_\_\_ End of Search: \_\_\_\_\_

Mark  on the Check Off list if area is CLEAR and mark X if a suspicious object is found

TULIP TRAIL EAST			TULIP TRAIL EAST		
E612	Laundry		E645	Vestibule	
C612	Corridor		E646	Shower	
E656	Resident Washroom		E647	Resident Washroom	
E657	Housekeeping		E648	Tub Room	
C614	Corridor		E649	Electrical Room	
E613	Family Room				