

Monash University Policy

Policy Title	Bomb Threat Policy
Date Effective	13 June 2017
Review Date	13 June 2020
Policy Owner	Director Services, Buildings and Property Division
Category	Operational
Version Number	2.0
Content Enquiries	F-SPolicy@monash.edu
Scope	<p>This policy applies to all staff and students of:</p> <ul style="list-style-type: none"> • Monash University at the university's Australian campuses, Residences and off-campus facilities; and • - Monash College Pty Ltd business units at the university's Australian campuses.
Purpose	To provide immediate direction to any person who may receive a bomb or similar threat or observe a suspicious article which may be associated with a bomb or similar threat involving the university.
POLICY STATEMENT	

All bomb and similar threats involving the university will be appropriately assessed and responded to in order to protect persons and property. It is important that all threats are carefully assessed and properly evaluated to determine the most appropriate course of action.

Supporting Procedures	Bomb Threat Procedures
Responsibility for implementation	Executive Director Buildings and Property Division
Status	Revised
Approval Body	<p>Name: Chief Operating Officer & Senior Vice- President</p> <p>Meeting:</p> <p>Date:13 June 2017</p> <p>Agenda item:</p>
Endorsement Body	<p>Name: Executive Director Buildings and Property Division</p> <p>Meeting:</p> <p>Date:23 March 2017</p> <p>Agenda item:</p>
Definitions	Bomb Threat: Any direct or indirect threat or warning in respect of a real or simulated explosive or incendiary device, or other similar source of harm to the

	<p>university.</p> <p>Campus Security Office: The main security office at/or responsible for a university campus or other location</p> <p>Security Representative: The person appointed to the role by the university.</p> <p>Chief Building Warden: A person nominated by the university to act as a chief warden for the purposes of directing an evacuation</p> <p>Security Incident Report: Reports prepared for the use of and by the university security services to record the details of a security incident as well as any ongoing investigation.</p> <p>Threat Assessment Team: A team, usually comprising the university security manager, a relevant campus security representative and appropriate senior university management, appointed by the university to assess threats to the university</p> <p>University Counselling Services Health and Well Being: Counselling services provided by the university</p>
Legislation Mandating Compliance	Occupational Health and Safety Act 2004 (Vic)
Related Policies	Security Incident Reporting Policy Suspicious Objects on University Property Policy
Related Documents	University Security Personnel Standard Operating Procedures – <ul style="list-style-type: none"> • Bomb response plan suspicious item • Bomb Threat response plan and check list • University Evacuation Procedures