

N. Unit Suspicious Package Checklist

Reasons for concern include:	Yes	No	Notes
Is the item leaking a fluid or powder?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the item wrapped in duct tape or plastic wrap?	<input type="checkbox"/>	<input type="checkbox"/>	
Are there protruding wires or an unusual odor?	<input type="checkbox"/>	<input type="checkbox"/>	
Is there a reason to suspect targeting the item's location?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the item an everyday thing but is out of place?	<input type="checkbox"/>	<input type="checkbox"/>	
Common features to consider about threatening letters/packages include:	Yes	No	Notes
Is there a return address?	<input type="checkbox"/>	<input type="checkbox"/>	
Is it a handwritten or poorly typed address?	<input type="checkbox"/>	<input type="checkbox"/>	
Is there misspelling of common words?	<input type="checkbox"/>	<input type="checkbox"/>	
Are there restrictive markings such as "Confidential," "Personal," etc.?	<input type="checkbox"/>	<input type="checkbox"/>	
Is there excessive weight and/or feel of a powdery or foreign substance?	<input type="checkbox"/>	<input type="checkbox"/>	
Are deliveries being checked promptly once delivered?	<input type="checkbox"/>	<input type="checkbox"/>	