

State of Maine Suspicious Substance Recommended Screening Tool

The Maine CDC Health and Environmental Testing Laboratory will not provide testing for “white powder” or other substances unless a reasonable suspicion of a biological, chemical or radiological threat is determined by the professional submitting the sample.

Name: _____ Date: _____

Address: _____ Time: _____

The following questions should be asked during the handling of a chemical or biological agent threat or when gathering information at the scene. They may be used as guidance in determining the level of risk of the incident.

1. Is the suspicious substance loose _____ (if Yes, skip to #2) or contained in a package or associated with a package? _____ (if Yes answer A, B, C, D)

a. Is the package from a known source? Yes _____ No _____

b. Where was the package first received? _____ Where is it now? _____

c. Has the package been received via: US Mail? _____ UPS? _____ Fed Ex? _____
Messenger? _____ Inter-office? _____ Unknown? _____

d. If placed, has it been disturbed? Yes _____ No _____

2. Is the substance: dust _____ powder _____ stained _____ discolored _____
residue _____ liquid _____ solid material _____ other _____

3. Did anyone report an unusual odor or smell? Yes _____ No _____ **DO NOT SMELL!!!!**

4. Who has had contact with the suspicious substance? Names _____

5. Has anyone who had contact experienced any ill effects? Yes _____ No _____ If so, what ill effects and how long after exposure were they experienced? _____

6. When was the first contact (time) made with the suspicious substance? _____
by whom? _____

7. Has the package been opened? Yes _____ No _____ **IF UNOPENED, DO NOT OPEN**

If yes what are the contents? _____

Are they the expected contents? Yes _____ No _____

8. If a package, is there a return address? _____

- 9. What is the postage date if any? _____
- 10. Can the substance and exposed area be secured? Yes ____ No ____
- 11. Is there a threat or implied threat? Yes ____ No ____ If so, what is the exact wording or nature of the threat? _____
- 12. Have any threats been received prior this incident? Yes ____ No ____
 - a. Is a known biological, chemical or radiological threat present in the area? Y N
 - b. Is the sample/scenario consistent with that threat? Y N
 - c. Has a threat been made against any organization to which the affected party is a member? Employee? Y N
 - d. Is there any credible reason the affected party would be threatened? (e.g., political or high profile figure, CEO....) Y N
 - e. Have there been recent "white powder" incidents locally? Y N
- 13. Are there any existing conditions, which may have initiated this type of activity? (Domestic or labor disputes, Community action, sensitive research, etc.) _____

Testing Equipment utilized:	Results
(Example: <i>BADD Anthrax Kit</i>)	<i>(positive / negative)</i>
_____	_____
_____	_____
_____	_____
_____	_____

Based on the above evaluation and other information, my reasonable conclusion is that the material described IS _____ IS NOT _____ a reasonable threat, and IS _____ IS NOT _____ being submitted to the HETL for testing.

IF A POTENTIAL THREAT HAS BEEN DETERMINED – THE FOLLOWING SHALL ACCOMPANY THE SAMPLE, WHICH MUST BE NO LARGER THAN A ONE-GALLON PAINT CAN.

- (1) Copy of this form ____ (2) Chain of Custody form ____ (3) Field Testing results if available ____
(list equipment on test conducted on page 2)

ASSESSMENT OF THE POTENTIAL THREAT

OFFICER FILING REPORT _____

STATE POLICE CONTROL NUMBER _____

HETL ACCESSION NUMBER _____

SIGNED: _____ DATE: _____

NOTE: Contact Maine State Police Dispatch 1-800-452-4664 to obtain a Control Number for the sample prior to transportation to HETL. The package must conform to HETL’s handling/shipping guidelines. HETL reserves the right to reject any or all samples that are not properly packaged.