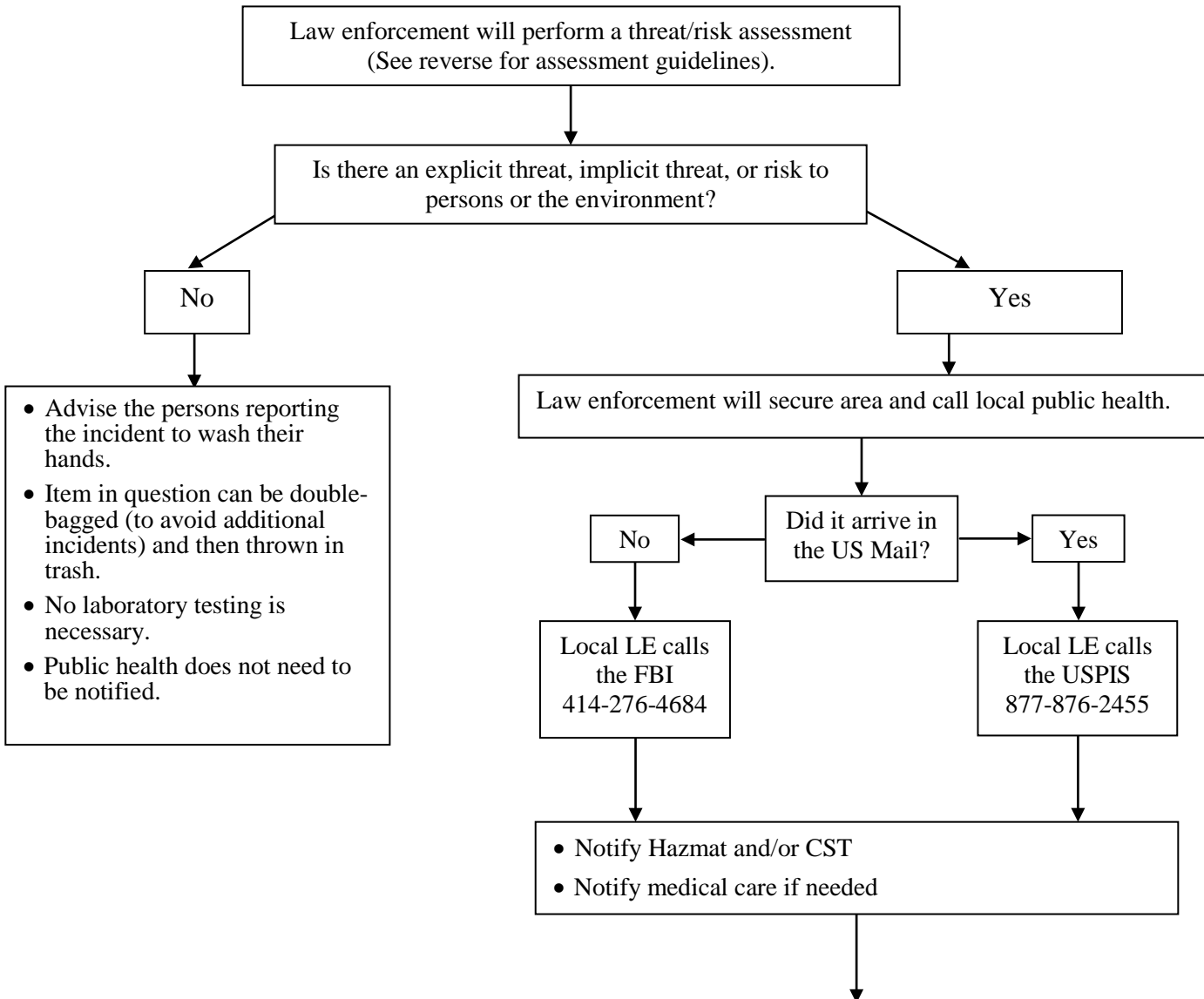


UNKNOWN SUBSTANCE/PACKAGE/LETTER

DO NOT sniff, touch, or move package/letter. DO NOT change environment, including lights.

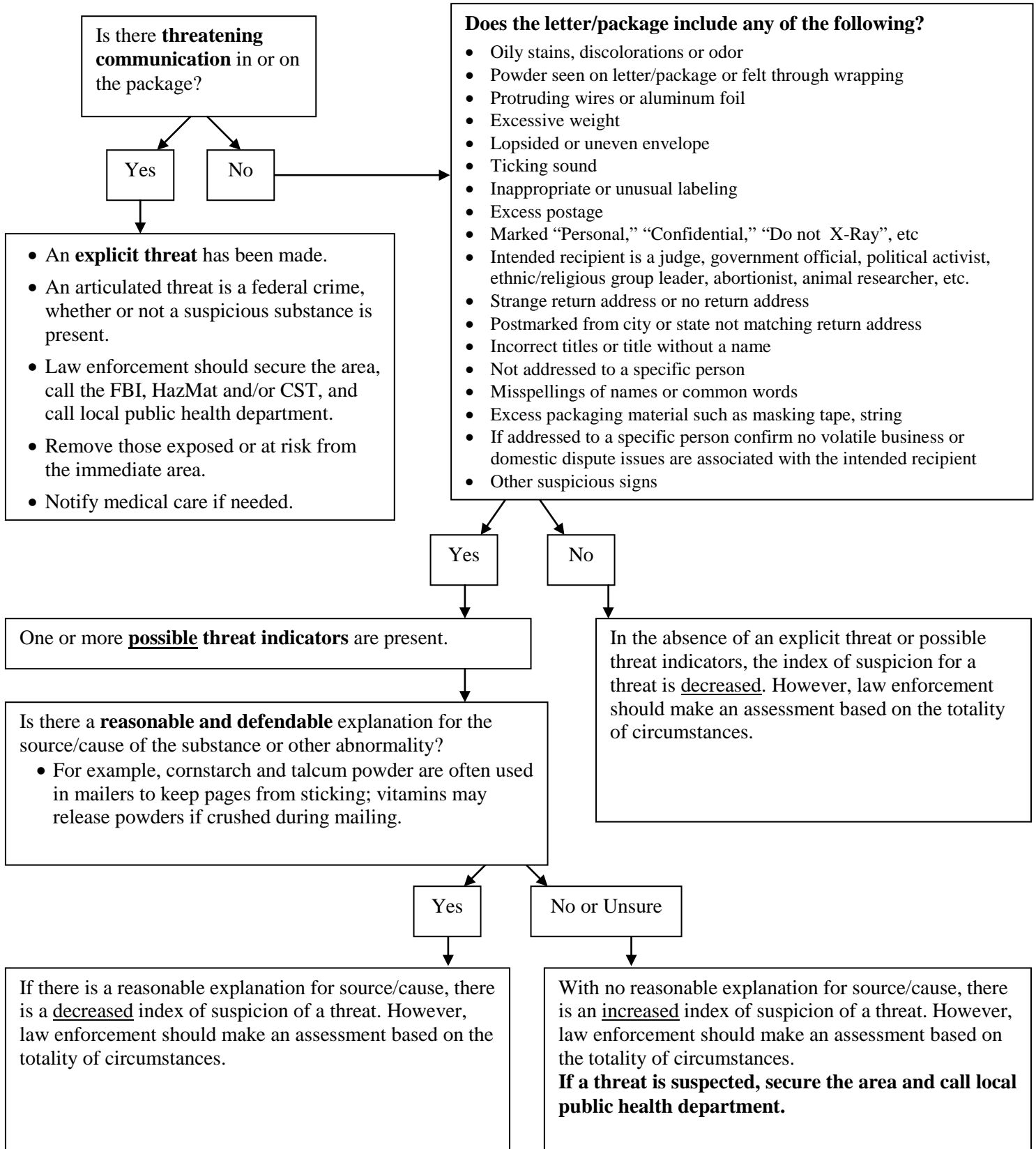


- Advise any persons who handled the material to wash their hands and remain at the scene in a separate room.
- Do NOT touch or disturb the item in question until a public health and safety risk assessment is done.
- When there is a risk to the public's health or safety, the following steps will be taken in this order:
 1. Law enforcement will assess if there is a possibility that the item is *an explosive device*.
 2. Hazmat/CST will assess the item for *radiologic, chemical, and explosive* hazard.
 3. NO biologic field testing will be done UNLESS performed by the USPIS inspector, CST, or with an FBI agent present.
 4. Digital photographs will be taken of the item and provided to public health, the lab, and law enforcement.
 5. Hazmat/CST/USPIS will triple-bag the item in the smallest clear bag possible.
 6. Public Health **MUST** be contacted to arrange for the item to be analyzed at either the WSLH (biological and/or chemical agent testing) or the City of Milwaukee Labs (biological agent testing only).

Department of Health Services Threat Liaison Officer (608) 267-9010 after hours call (608) 258-0099

LAW ENFORCEMENT THREAT ASSESSMENT

DO NOT sniff, touch, or move package/letter. DO NOT change environment, including lights.



Department of Health Services Threat Liaison Officer (608) 267-9010 after hours call (608) 258-0099

Wisconsin Procedure for Unknown Substance/Package/Letter

A joint protocol produced by WI Division of Public Health, WI State Laboratory of Hygiene, FBI, US Postal Inspection Service, Capitol Police, WI Emergency Management, and the 54th Civil Support Team WING

PUBLIC HEALTH EXPOSURE ASSESSMENT

Local health department staff will contact the State health department Threat Liaison Officer at (608) 267-9010 after hours call (608) 258-0099.
Shut down building's HVAC system if threatening substance is found indoors.

Has a suspected ingestion, inhalation, or dermal exposure occurred?

No

Yes

- Advise the persons reporting to wash their hands.
- No clinical testing or medical evaluation is necessary.
- If law enforcement deems **there is a threat** arrange for laboratory analysis of substance(s) at either the WSLH (biological and/or chemical agent testing) or the City of Milwaukee Labs (biological agent testing only) in collaboration with law enforcement. Follow appropriate packaging and chain of custody protocols.
- If law enforcement deems there is not a threat and does not need the item as evidence double-bag (to avoid additional incidents or concerns) and dispose of the material.

- Wash affected areas and remove/bag contaminated clothing as necessary.
- Transport all those suspected to have been exposed to the nearest emergency room for appropriate medical evaluation based on the type of agent and exposure, if known.
- Keep a log of affected/treated individuals.
- In the absence of symptoms, advise potentially exposed individuals to be alert for possible delayed reactions up to 72 hours after the suspected exposure, and to return to an emergency room or their medical provider if symptoms occur.
- Check back 72 - 96 hours post-exposure for further medical evaluation. Document all details of the evaluation, and specify the date and time of onset for any new symptoms.
- Arrange for laboratory analysis of substance(s) at either the WSLH (biological and/or chemical agent testing) or the City of Milwaukee Labs (biological agent testing only) in collaboration with law enforcement. Follow appropriate packaging and chain of custody protocols.