

REVISED Anthrax Precautions

Colorado State Risk Management Office

1. Determine if Package is Suspicious.

- a. Colorado Department of Public Health and Environment (CDPHE) says a suspicious package is: "...an opened package or letter that contains a powdery substance and/or a package or letter that contains written information stating or implying anthrax contents or an intent to harm the recipient".
- b. U.S. Centers for Disease Control (CDC) says a suspicious package may have: Excessive postage, Handwritten or poorly typed addresses, Incorrect titles, Title, but no name, Misspellings of common words, Oily stains, discolorations or odor, No return address, Excessive weight, Lopsided or uneven envelope, Protruding wires or aluminum foil, Excessive security material such as masking tape, string, etc, Visual distractions, Ticking sound, Marked with restrictive endorsements, such as "Personal" or "Confidential" or Shows a city or state in the postmark that does not match the return address

2. Isolate the Suspicious Package

According to the CDC:

- Do not shake or empty the contents of any suspicious package or envelope.
- Do not carry the package or envelope, show it to others or allow others to examine it.
- Put the package or envelope down on a stable surface; do not sniff, touch, taste, or look closely at it or at any contents which may have spilled.
- Alert others in the area about the suspicious package or envelope. Leave the area, close any doors, and take actions to prevent others from entering the area. If possible, shut off the ventilation system.
- WASH hands with soap and water to prevent spreading potentially infectious material to face or skin. Seek additional instructions for exposed or potentially exposed persons.
- If at work, notify a supervisor, a security officer, or a law enforcement official. If at home, contact the local law enforcement agency.
- If possible, create a list of persons who were in the room or area when this suspicious letter or package was recognized and a list of persons who also may have handled this package or letter. Give this list to both the local public health authorities and law enforcement officials