

EVERYDAY IN THE LIFE

WHEN I GET IN...

- Am I wearing my security pass?
- Have I arranged passes for any visitors coming today?
- Anything else from my company security policy I need to remember today?



WHEN I CHAT TO A COLLEAGUE...

- Am I discussing something sensitive?
- Is this a conversation we should be having in private?



WHEN I TAKE A BREAK...

- Have I locked my computer or closed my laptop?
- Have I locked my work phone or taken it with me?
- Are there sensitive documents lying on my desk?



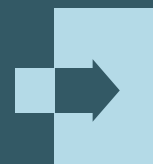
WHEN I HAVE A VISITOR...

- Is the Front Desk expecting them?
- Have I left myself time to escort them round the building?
- Have I ensured they're wearing their security pass?



WHEN I GO HOME...

- Is my computer shut down or securely locked?
- Have I locked away any confidential documents?
- Have I destroyed any sensitive material appropriately?
- Have I removed my security pass upon leaving the building?



TOGETHER, WE'VE GOT IT COVERED

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Centre for the Protection
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