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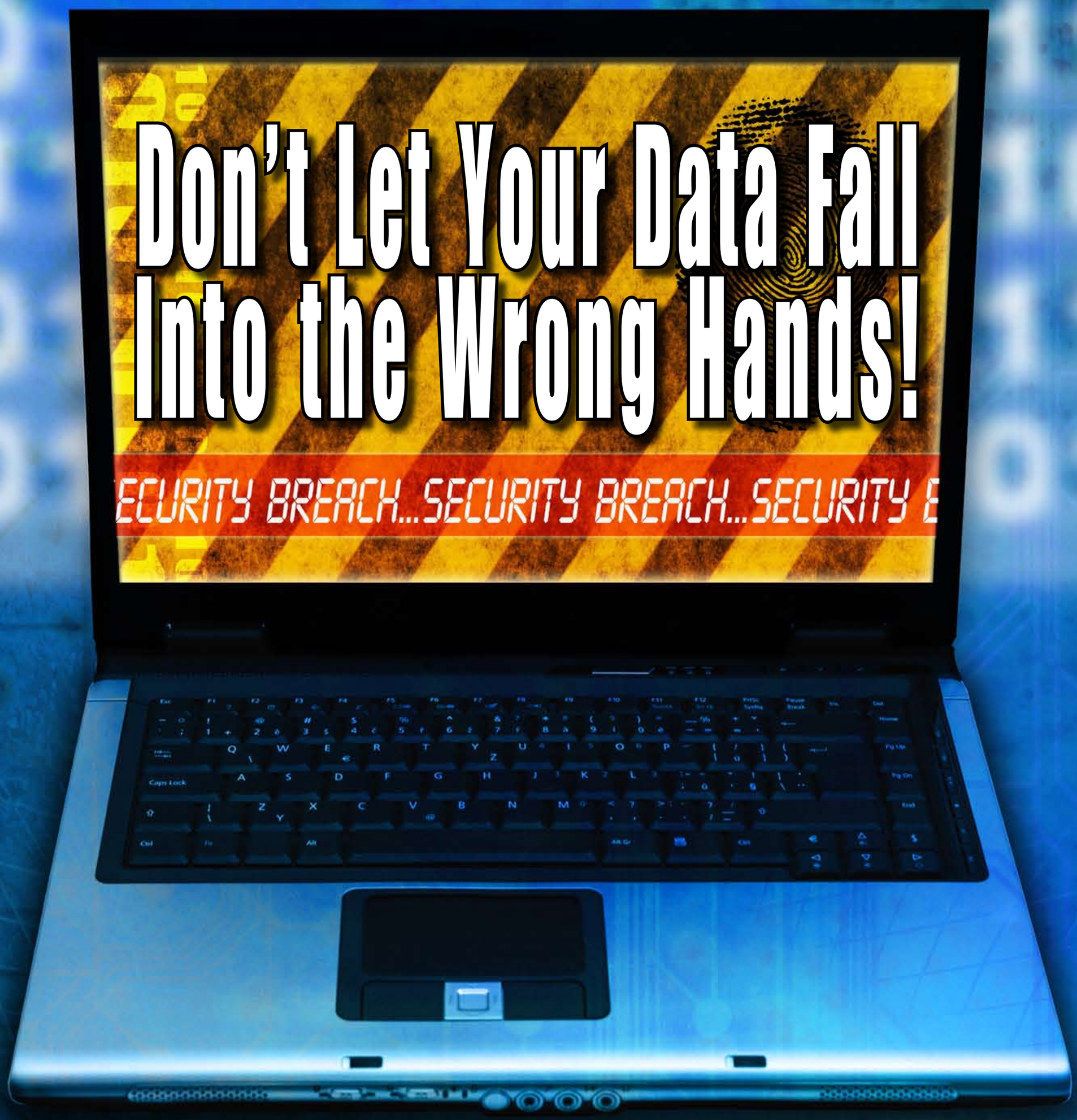
Don't Let Your Data Fall Into the Wrong Hands!



Prevent Theft and/or Loss

- Never leave your laptop unattended.
- Keep it in a government controlled space or secured under lock and key when not in use.
- A locked car is not secure! Always take it with you.
- Checked airline baggage is not secure! Take it as your carry-on.
- Immediately report the loss, or suspected loss, of your laptop to your chain of command.

Safeguard PII and Sensitive Data

- Encrypt data with WIN ZIP or other DON approved data-at-rest solution.
- Never store PII on personal laptops.
- Always use a strong password.
- Install up-to-date antivirus software.
- Update software patches.
- Utilize the time out feature.

For more information Consult Your Local IAM or visit www.doncio.navy.mil or https://hqdod.hqmc.usmc.mil