



Security while travelling

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This presentation discusses the importance of security while travelling and highlights simple tips and techniques that make your travels safe and enjoyable.

The presentation is divided in to three sections:

- ★ Why security is important while travelling
- ★ What to do before you leave
- ★ What to do while you are there

How to Use This Presentation

This presentation has been created by ENISA to raise awareness about crucial and important issues regarding security while travelling. It does so by providing easy to understand information that focuses employees' attention on security while travelling and allows them to recognise and respond accordingly to risks.

This presentation may be used by individuals, or presented in a classroom setting by instructors who are involved in their organisation's security awareness efforts.

In conjunction with this presentation, ENISA's has developed a reference guide for this training which provides additional notes and external references for trainers and presenters to utilise while performing security awareness training using this material.

The Importance of Security While Travelling

Why Be Secure

★ Travelling Can Present Many Risks

A simple incident can make a trip a disaster if you are not prepared.

Incidents can happen anywhere – near your home, or while you are thousands of kilometers away.

Lack of preparation can make you an easy target.

★ Good preparation can limit the risks!



What Could Happen

★ Simple issues are more difficult when travelling

A flat tire, a small accident, missed connecting flights, train delays, storms and bad weather can leave you stranded.

Stolen wallet, lost passport, lost tickets, stolen laptop or lost luggage can leave you stranded and without identification.

A small injury or illness, lost medicine or broken glasses can limit your ability to enjoy your trip or do your work.



Why Be Secure

- ★ Most risks can be avoided by taking a few simple steps and being prepared
- ★ Simple techniques can improve your security
 - ★ Personal security to protect yourself
 - ★ Protection of your valuables
 - ★ Protection of your information



How to Prepare for Travelling

Prepare: Secure Your Home

- ★ Make your home look lived in while you are away
 - ★ Set timers for lights and radios to give the impression that someone is home
 - ★ Arrange with your neighbors to watch your house
 - ★ Arrange with the post office to hold your mail
 - ★ Make sure your trash bins are not left out



Prepare: Packing

- ★ Travel with only what you need
 - ★ Use travelers checks whenever possible and store the check receipts separately
 - ★ Travel with as few valuables as possible
 - ★ Lock away any payment cards, identification or other personal information you don't need
 - ★ Carry an emergency flashlight, water, weather protection, first aid kit, and an extra set of glasses



Prepare: Travel Documents

- ★ Prepare your travel documents
 - ★ Make sure your travel documents and identification are up to date and will not expire while you are travelling
 - ★ Keep copies of your passport, itinerary, emergency contacts, as well as phone numbers for banks and payment cards in different pieces of your luggage.
 - ★ Leave a copy of your itinerary with family or co-workers



Prepare: Research

- ★ Know your destination before you leave
 - ★ Learn the local customs and laws
 - ★ Know how to get around at your destination including what types of transportation are available
 - ★ Know where emergency facilities are located
 - ★ Make sure your medical insurance covers you when you travel or that your destination can provide you with medical care if you need it.



Prepare: Your Computer

- ★ Check that you have prepared your computer
 - ★ Ensure you have a physical computer lock
 - ★ Ensure your operating system is patched, and all security tools and anti-virus are up-to-date
 - ★ Only take the information that you absolutely need
 - ★ Encrypt the data on your computer before you leave
 - ★ Perform a data backup of your computer before you leave



How to Be Secure While Travelling

★ Communicate frequently

- ★ Communicate your plans and itinerary with office associates and family members
- ★ Inform them of any changes
- ★ Contact them frequently to inform them of your status



★ Be aware of your surroundings

- ★ Only meet in familiar or very public places
- ★ Observe your surroundings and others around you
- ★ Be cautious of strangers. Do not accept invitations, open your door, or invite strangers to your room
- ★ Vary your travel routes and routines.



Security At Your Hotel

★ Observe simple security guidelines

- ★ Know the emergency exits wherever you go
- ★ Make sure doors to locked areas close behind you
- ★ Do not leave valuables, your computer, your mobile phone or important documents unattended in public places, in hotel rooms, or in your car.



Protect Your Information

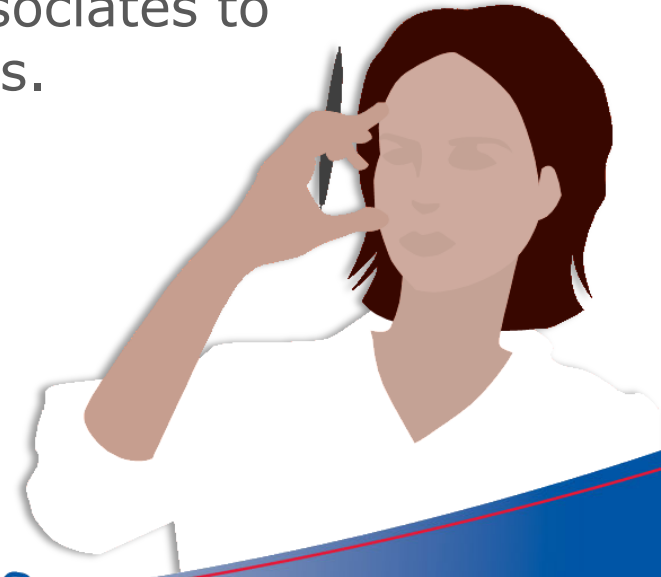
★ Protect your confidential information

- ★ Do not work on confidential information in public places
- ★ Do not use public computers for viewing any confidential or personal information
- ★ Do not share your travel plans or personal information with strangers
- ★ Do not let others use your computer



Handling Problems

- ★ What to do if you have an emergency
 - ★ Do not over-react. Be calm and get away from danger.
 - ★ Contact the appropriate authorities – police or medical.
 - ★ Explain any facts to the appropriate authorities.
 - ★ Contact family members or office associates to notify them of any issues or problems.



Conclusion

Travel Security is Important

- ★ Being secure while travelling can make your trip more enjoyable
 - ★ Preparation is important so you can protect
 - Yourself
 - Your valuables
 - Your information
 - ★ Be aware of how to be safe and secure



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