

### Official and Unofficial Travel

#### Be Prepared for the Unexpected

- Prior to Travel:
  - Ensure your Level 1 AT Training is current.
  - OCONUS - Receive AOR specific Threat Briefing (by security officer).
- Select an inside hotel room (away from the street-side window), preferably on the 4th–10th floors.
- OCONUS - Know the location of the US Embassy and other safe locations where you can find refuge or assistance.

#### Guard Information About Yourself and Maintain a Low Profile

- Avoid use of rank or military addresses on tickets, travel documents or hotel reservations.
- When possible, travel on tourist passports.

### Mail Bomb Precautions

#### Be Prepared for the Unexpected

- Avoid opening or processing mail in close proximity to others.
- Check mail and packages for:
  - Unusual odors (shoe polish or almond).
  - Too much wrapping.
  - Bulges, bumps, or odd shapes.
  - No return address or unfamiliar return address.
  - Differing return address/postmark.
  - Incorrect spelling or poor typing.
  - Items sent “registered” or “personal.”
  - Protruding wires or strings.
  - Unusually light or heavy packages.
  - Excessive amount of postage.
  - Oily stains on the package.
  - Foreign appearing handwriting.
- Clear area immediately; notify your chain of command, local authorities, or FBI.

### Terrorists Depend on YOU!

*A dynamic threat environment demands our utmost vigilance and discipline. We must refine existing protective measures to prevent or substantially mitigate any threat.*

*This guide offers a number of proven security techniques and considerations that limit opportunities to be targeted by terrorists.*

### Official and Unofficial Travel

#### Be Prepared for the Unexpected

- Prior to Travel:
  - Ensure your Level 1 AT Training is current.
  - OCONUS - Receive AOR specific Threat Briefing (by security officer).
- Select an inside hotel room (away from the street-side window), preferably on the 4th–10th floors.
- OCONUS - Know the location of the US Embassy and other safe locations where you can find refuge or assistance.

#### Guard Information About Yourself and Maintain a Low Profile

- Avoid use of rank or military addresses on tickets, travel documents or hotel reservations.
- When possible, travel on tourist passports.

### Mail Bomb Precautions

#### Be Prepared for the Unexpected

- Avoid opening or processing mail in close proximity to others.
- Check mail and packages for:
  - Unusual odors (shoe polish or almond).
  - Too much wrapping.
  - Bulges, bumps, or odd shapes.
  - No return address or unfamiliar return address.
  - Differing return address/postmark.
  - Incorrect spelling or poor typing.
  - Items sent “registered” or “personal.”
  - Protruding wires or strings.
  - Unusually light or heavy packages.
  - Excessive amount of postage.
  - Oily stains on the package.
  - Foreign appearing handwriting.
- Clear area immediately; notify your chain of command, local authorities, or FBI.

### Terrorists Depend on YOU!

*A dynamic threat environment demands our utmost vigilance and discipline. We must refine existing protective measures to prevent or substantially mitigate any threat.*

*This guide offers a number of proven security techniques and considerations that limit opportunities to be targeted by terrorists.*

**AT** Antiterrorism Army Strong™

**Individual Protective Measures**

Always Ready, Always Alert  
Because someone is depending on you

CJCS PC, Oct 2001

## General Security

### Guard Info About Yourself and Your Job

- Limit discussion and accessibility of any information (written or verbal) that may provide terrorists insights for targeting.
- Always use secure means when passing sensitive information.
- Destroy identifiable information.

### Recognize and Report Unusual or Suspicious Behavior

**YOU** are the first line of defense against terrorism. Be aware of your surroundings. Write down license numbers of suspicious vehicles; note description of occupants. Report anything unusual to your chain of command, local authorities or the FBI.

### Be Prepared for the Unexpected

Plan for the range of threat possibilities; avoid established or predictable patterns.

## Personal Security

### Maintain a Low Profile

- Destroy all items that show your name, rank, or other personal information.
- Instruct your family and associates not to provide strangers with information about you or your family.
- Be cautious about giving out information regarding family travel plans or security measures and procedures.
- Consider removing your name and rank on your home/military quarters.
- Avoid the use of your name and rank on answering machines.

### Telephone Security

If you receive a threatening phone call or Bomb Threat, dial \*57 (verify local procedures), wait for the confirmation message that traces the caller, and then report the call to local authorities immediately.

## Home Security

### Be Prepared for the Unexpected

- Brief family members on your residential security and safety procedures.
- Ensure family members learn a duress word and it is on file at your office.
- Advise associates or family members of your destination and anticipated time of arrival.
- Use peephole viewers before you open the door.
- Don't open the door to anyone until you know who it is.
- Ensure sufficient illumination exists around your residence.
- Be alert to strangers who are on government property for no apparent reason.
- Refuse to meet with strangers outside your work place.

## Commuting/Local Travel

### Be Prepared for the Unexpected

- Look for tampering. Look under and around your auto.
- At all times, keep your doors locked and windows rolled up.
- Alter routes and avoid choke points.
- Alternate parking places.
- Plan safe locations along your route.

### Guard Information About Yourself Maintain a Low Profile

- Consider wearing civilian clothing when riding on mass transit.
- Avoid car markings that identify you as senior ranking DoD personnel (such as GO stars on vehicles).
- Always remove base stickers if you are selling or disposing of your POV.

## General Security

### Guard Info About Yourself and Your Job

- Limit discussion and accessibility of any information (written or verbal) that may provide terrorists insights for targeting.
- Always use secure means when passing sensitive information.
- Destroy identifiable information.

### Recognize and Report Unusual or Suspicious Behavior

**YOU** are the first line of defense against terrorism. Be aware of your surroundings. Write down license numbers of suspicious vehicles; note description of occupants. Report anything unusual to your chain of command, local authorities or the FBI.

### Be Prepared for the Unexpected

Plan for the range of threat possibilities; avoid established or predictable patterns.

## Personal Security

### Maintain a Low Profile

- Destroy all items that show your name, rank, or other personal information.
- Instruct your family and associates not to provide strangers with information about you or your family.
- Be cautious about giving out information regarding family travel plans or security measures and procedures.
- Consider removing your name and rank on your home/military quarters.
- Avoid the use of your name and rank on answering machines.

### Telephone Security

If you receive a threatening phone call or Bomb Threat, dial \*57 (verify local procedures), wait for the confirmation message that traces the caller, and then report the call to local authorities immediately.

## Home Security

### Be Prepared for the Unexpected

- Brief family members on your residential security and safety procedures.
- Ensure family members learn a duress word and it is on file at your office.
- Advise associates or family members of your destination and anticipated time of arrival.
- Use peephole viewers before you open the door.
- Don't open the door to anyone until you know who it is.
- Ensure sufficient illumination exists around your residence.
- Be alert to strangers who are on government property for no apparent reason.
- Refuse to meet with strangers outside your work place.

## Commuting/Local Travel

### Be Prepared for the Unexpected

- Look for tampering. Look under and around your auto.
- At all times, keep your doors locked and windows rolled up.
- Alter routes and avoid choke points.
- Alternate parking places.
- Plan safe locations along your route.

### Guard Information About Yourself Maintain a Low Profile

- Consider wearing civilian clothing when riding on mass transit.
- Avoid car markings that identify you as senior ranking DoD personnel (such as GO stars on vehicles).
- Always remove base stickers if you are selling or disposing of your POV.