

Fermilab Laptop Security

Protecting Your Laptop from Theft

- Laptop computers are a prime target for theft. According to national statistics, *1 out of every 10 laptops will be stolen* and 97% of them will never be recovered.
- Common high-theft areas for laptops include:
 - Airports (check-in counters, security checkpoints)
 - Train stations
 - Hotels (offices, conventions or conference rooms)
 - Cars, taxis, buses and other public transportation
 - Pay phones
 - Restaurants & lounges
 - Restrooms

Know where your laptop is at all times!

Secure Your Laptop

Laptops must be kept secure:

- Lock you laptop in hotel safes, when available
- Be aware and alert when placing a laptop on a security x-ray belt
- If in a vehicle and unattended, ensure the vehicle is locked and that the laptop is locked in the the trunk
- Do not place your laptop in checked luggage

Secure Your Laptop (con't)

Keep laptops inconspicuous:

- Keep them out of sight
- It is suggested you transfer laptops in a backpack or a tote bag instead of a tell-tale laptop bag



- Keep bags containing laptops closed (zipped, and when practical, locked)

If Your Laptop is Lost, Stolen or Missing

While you are on Travel:

- Report the incident immediately to the FNAL Security Department at **(630) 840-3414**
- After notifying the FNAL Security Department of the incident, you should then notify the Local Police Department
- While on *foreign travel*, you must also contact the U.S. Embassy of the country you are visiting

Remember...

- ✓ You cannot take you laptop off-site without a FNAL Property Pass
- ✓ Keep your laptop secure at all times
- ✓ Protect your laptop from loss or theft