This brochure has been prepared as a tri-fold. Print both pages back-to-back and fold with the page beginning "Operations Security at Home" as the front page.

SHRED! SHRED! SHRED!"

A cross-cut shredder that can do CD ROMs and credits cards, as well as paper, is the best!

And any documents you keep at home such as passports, Social Security cards, IDs, birth certificates, insurance policies, wills, and spare credit cards should be locked up in a safe place!"

Chuck also warns: "Be careful with your cell phone and laptop in public places. Airports, restaurants, and shopping malls aren't the safest place to discuss (or, type) family schedules, money issues, or any personal information.

You never know who is listening or watching over your shoulder!

Whatever, your personal and home security is up to you. Just remember...

---

the **DOG of OPSEC** is always on the watch.

This brochure was prepared for your home security awareness under the auspices of the Operations Security Professionals Association (OSPA)

Text written by: Chuck R. Terrier, fully-licensed and member of ASPCA, HSUS,

Photos by: Thomas E. Ryan, CISM, CGEIT; member of ACM, AFCEA, ISACA, ISSA, OPS, and OSPA. (added clip art is royalty free)

And now, the rest of the story; or.

THE END

OPERATIONS SECURITY IN THE HOME

Operations Security (or, OPSEC) is a Department of Defense (DoD) security program for protecting unclassified sensitive info.

Can these same principles be used in your home to protect your valuables and sensitive information? You bet they can!

First, meet **Chuck**, a friendly and security-minded rat terrier.

aka

the DOG of OPSEC

Chuck would like to show you how to apply DoD's OPSEC principles at home.

First off, do you live in a gated community? The DOG of OPSEC warns: "If you're not sure the car following you into your neighborhood belongs in there, stop and check!"

Don't let salespeople wander around your neighborhood. And, keep an eye out for **strange** cars and trucks. If you have any doubts, call 911.

Oh, oh! An open garage door? That may be convenient for the cat, but what about a thief who might be able scoot under that door?

The **DOG of OPSEC** recommends:

"Pet doors!'

"They may cost you to install one, but how much more would a home break-in cost you?"

And, how about the outdoor garage opener?

Obviously, someone had dirty fingers.

"2, 4, 6, 8,

"The **DOG of OPSEC** is ready to penetrate!"

Most garage door opener systems don't have a lockout when somebody puts in the wrong code. SO, only four numbers means no more than sixteen tries for the right combo and the thief is…IN.

What's this? The DOG of OPSEC sees a car in the driveway and 3-days worth of papers! "Someone's not home! Wonder if they forgot to turn on their alarm system as well?"

The "Welcome Thief" mat is out if ever the DOG of OPSEC saw one. Chuck recommends some simple remedies: "#1. Go on-line or call the local newspaper company to stop your paper delivery. #2. Go on-line to the U.S. Postal Service (www.usps.com) or obtain a temporary hold notice from your local post office to let them know when to stop delivery and when to start it up again. #3. Turn on your alarm system when you leave home; even if it's just for a day!"

And #4, "let your neighbor know; so, they can keep an eye on your house and pick up any packages left at your door by the postal service, UPS or FEDEX!"

The **DOG of OPSEC** wants to know if you had any other recent home deliveries or purchases that might be a give-a-way? A new TV or, new computers?

Don't advertise!

The DOG of OPSEC's advice: "remove any shipping labels and break up the boxes. Take them to a recycle center or keep the cardboard in your garage until trash pickup day."

"What do you do with your unopened mail? Toss it in the garbage?" NOT A GOOD IDEA!

Chuck would like to remind everyone that: "Any personal info carelessly thrown in your trash can make you a prime candidate for ID theft; and, that can cost you and your family!

Chuck's motto: "Avoid the dread!