



PRACTICE GOOD INFORMATION SECURITY

Protect our hardware, software and information by following our policies using them responsibly.

- Protect your ID and passwords and secure computers and devices.
- Never install unauthorized software, applications, hardware or storage devices on company-issued computers or other devices.
- Use email with care, never opening attachments or clicking on links from unknown sources.

Do your part to prevent misuse of our technology resources and unauthorized access, use and disclosure of data. If you see or suspect a violation of our policies, talk with your manager or other internal resource.



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