



# 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.**



Mobile:  
[customeremobile.ethicspoint.com](https://customeremobile.ethicspoint.com)

Online:  
[customer.ethicspoint.com](https://customer.ethicspoint.com)

Phone:  
888-888-8888

