LEADERSHIP SAFETY GUIDE

As a leader in your community, it is important that you are present, known to your stakeholders and accessible. This may also make you susceptible to unwanted or potentially malicious targeting. SCN has identified the following best practices which can support efforts to protect yourself, your identity, and your community.

Physical Protection

- Remove residential information from the public record by contacting primary and secondary data broker sites.

- Keep all personal phone numbers unlisted and unpublished. *Visit www.donotcall.gov or call 1-888-382-1222 and visit private sites such as Truecaller and CallApp.*

- Attempt to limit information in publicly available biographies or profiles, including residential and family information.

- Refrain from using a personal address for subscription services or those that sell information, like magazines and warranty cards. If possible, use a work or company mailing address.

- Use a post office box, where possible, for personal items.

Social Media and Cyber Protection

- Keep social media profiles private and ensure all family members do so, as well. Refrain from posting travel information or location in real time.

- Use complex and unpredictable passwords for all accounts. Change passwords regularly.

- Monitor open sources, as well as news, blogs, social media sites and chat rooms for threats or derogatory information targeting you or your community.

Handling Suspicious Mail and Packages

You can often identify a suspicious letter or package by its abnormal look. It may have stains, discoloration or odor, or be lopsided. It may lack a return address, contain restrictive markings or misspelled words, or have excessive postage.

If you receive a suspicious letter or package:

- Do not handle, open, smell, or taste.
- Call 911.
- Contact SCN Duty Desk at 844.SCN.DESK and/or dutydesk@securecommunitynetwork.org

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To find out more or to consult with a SCN representative, please call:
SCN Duty Desk at 844.SCN.DESK
or email DutyDesk@SecureCommunityNetwork.org