

# The Challenge



Sierra Army Depot, Herlong, Calif.

May 2017

Vol. 73 No. 3

## What's Happening

### National Day of Prayer

The National Day of Prayer is an annual event held on the first Thursday of May (4 May 2017). The National Day of Prayer was created by a joint resolution of the United States Congress and signed into law by President Harry S. Truman on 17 April 1952. President Ronald Reagan, signed the law in 1988, designating the first Thursday of May as the National Day of Prayer. The purpose of the National Day of Prayer is to encourage prayer for the Nation from a broad spectrum of religions and religious leaders.

### Memorial Day

May 29, commemorates Memorial Day, a significant holiday that pays tribute to the men and women in uniform who have given their lives in service to our country.

### Asian American Pacific Islander History Month

Asian American and Pacific Islander Heritage Month is celebrated in May to recognize the contributions of people from Asian and Pacific Islander descent in the United States. Congress passed a joint Congressional Resolution in 1978 establishing the first week of May as Asian American Heritage Week. This time frame was chosen because of two important anniversaries: the arrival of the first Japanese immigrants in America on May 7, 1843, and the completion of the transcontinental railroad by predominantly Chinese laborers on May 10, 1869.

### Mental Health Awareness Month

Throughout May, National Alliance of Mental Illness (NAMI) and participants across the country are raising awareness for mental health. Each year, we fight stigma, provide support, educate the public and advocate for equal care. Each year, the movement grows stronger.

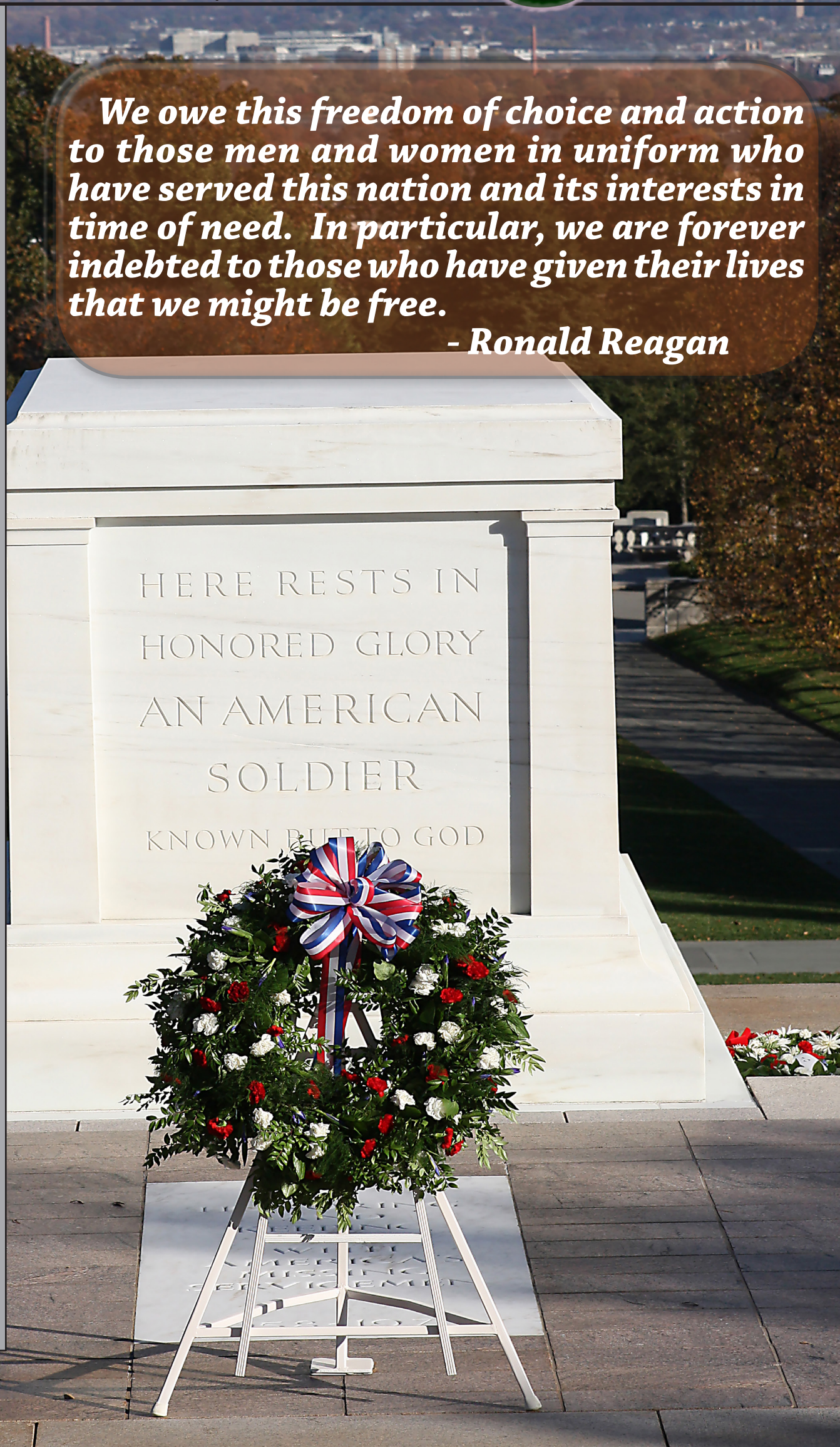
If you have a question or would like additional information, contact the EAP/ASAP Office at 4115 or 4190.

### Commander's Farewell BBQ

It is time once again to say farewell to a depot commander as the change of command is just around the corner. Organizations will have a chance to honor Lt. Col Brian Kuhn during a farewell BBQ on June 28. Watch for more information to be distributed early next month.

*We owe this freedom of choice and action to those men and women in uniform who have served this nation and its interests in time of need. In particular, we are forever indebted to those who have given their lives that we might be free.*

*- Ronald Reagan*





# Commander's View

As Memorial Day approaches, it is time to pause and consider the true meaning of this holiday and to reconnect with the history and core values by honoring those who gave their lives for the ideals we cherish. I encourage employees to pause for one minute at 3:00 p.m. on Memorial Day, to remember and reflect on the sacrifices made by so many to provide freedom for all.

As the weather warms up, we're beginning to see more traffic in both directions from the depot. This greatly increases the risk for our employees traveling to and from work on a daily basis, so extra caution is needed. Please drive carefully and be alert at all times as we need each and every one of you to continue the great support we provide to our Nation's Warfighters every day.

There's so much to do and enjoy when the weather gets warm. Make sure you don't put an end to the fun because of an injury. Whether you're working or playing outside take steps to protect yourself against sunburn and bug bites.



LTC Brian D. Kuhn

The warm weather also brings out venomous snakes, spiders, scorpions, and stinging insects that can be found throughout the surrounding areas. Remember outdoor activities can be fun, exciting, and safe if you follow good safety practices.

I would like to thank everyone for the feedback that was provided during my recent town hall. I feel this is a great avenue of communication and I will continue to have quarterly town halls to update the workforce on the state of the depot. I will continue to keep you up-to-date on the extension of term limits as information becomes available.

All employees are welcome to join me on June 8 in front of the headquarters building where I will recognize the 75 years Sierra Army Depot has been in existence. Information will be sent out with more details regarding this event. I hope to see everyone there.

## THE UNION'S POSITION - AFGE LOCAL 1808

### *A brief history of our Union*

Born in the depths of the Great Depression, AFGE formed in 1932 at one of the most uncertain periods in our nation's history. Elected officials had crippled the civil service, wage cuts and furloughs were on the rise, and promotions and leave privileges were hard to come by. Back then, federal employees lacked many of the basic rights they enjoy today; like health insurance, overtime pay, and weekends without work.

Over the next two decades, new chapters began to pop up across the country, bringing with it greater leverage to represent their members. In 1945, after years of pay freezes, AFGE secured a near-16 percent pay increase with the passage of the Federal Pay Act – the largest single pay increase before or since. In the 1950s, AFGE fought for and won the introduction of within-grade pay increases, transportation allowances for transferred workers, and payment for accrued annual leave, overtime, and night and holiday work.

But even up to the 1960s, AFGE didn't have

true bargaining rights. After years of work, President Kennedy in 1962 proclaimed that "the right of Federal employees to deal collectively with the Federal departments and agencies in which they are employed should be protected" in Executive Order 10988, which established for the first time the right of federal employees to exercise their voice in the workplace.

In the half-century since winning real bargaining rights, AFGE has extended the dignity of a union contract to more than 700,000 government employees in thousands of federal and DC government facilities across the country. Today, AFGE stands as one of the largest and most influential forces for worker, civil, and human rights in the world.

Our union began with a simple belief—that together, government employees from all across America can build a better workplace and country. AFGE's story is America's story, and the next chapter will be written by all of us.



"My fellow Americans, ask not what your country can do for you. Ask what you can do for your country."

John F. Kennedy



## Sierra Army Depot's Diamond Anniversary



1942 - 2017

**The Challenge**

Depot Commander/Publisher \_\_\_\_\_  
Public Affairs Officer/Editor \_\_\_\_\_  
Photographer \_\_\_\_\_

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## Asian American and Pacific Islander Heritage Month



**By Steve Shih, Deputy Associate Director for Senior Executive Services and Performance Management**

Each May, the Federal Government recognizes Asian American and Pacific Islander (AAPI) Heritage Month – an opportunity to honor those Americans who can trace their ancestry to a multitude of countries in Asia, Hawaii and the Pacific Island territories, and for us to celebrate those who contribute in so many ways to the success of our Nation. President Donald J. Trump recently issued a Proclamation recognizing May as AAPI Heritage Month, and the U.S. Office of Personnel Management (OPM), along with other Federal agencies, join President Trump in celebrating the achievements and contributions of Asian Americans and Pacific Islanders.

This special observance originated in June 1977, when Representatives Frank Horton of New York and Norman Mineta of California called upon the President to proclaim the first 10 days of May as Asian-Pacific Heritage Week. In October 1978, President Jimmy Carter expanded the observance as an annual celebration, and 12 years later President George H.W. Bush extended the week-long celebration to a month. The official designation of May as Asian American and Pacific American Heritage Month was signed into law in

1992. The month of May was chosen to observe Asian and Pacific Americans for a number of reasons, including to commemorate the first Japanese who came to the country in May of 1843, and to mark the May 1869 completion of the Transcontinental Railroad which involved the labor of many Chinese immigrants.

The AAPI community is made up of culturally and linguistically-diverse people, representing populations from many countries and islands. The diversity of AAPIs – and the value of diversity in general to the excellence of our Nation – are reflected in the theme for this year's celebration, "Unite Our Voices by Speaking Together." The theme speaks not only to the variety of AAPI experiences in the United States but encourages all Americans to join together to share our important individual experiences and to come together to make our Nation great.

Throughout the history of our country, our citizens from the AAPI community have made significant contributions exemplifying American values of hard work and perseverance. Members of the AAPI community have excelled in so many patriotic and leading ways, including as artists; authors; athletes; teachers; scientists; doctors; engineers; lawyers; government leaders; and brave members of our Armed Forces.

**See ASIAN on Page 6**

## Commander provides updates during town halls

In late April/early May, employees gathered in 22 separate sessions for the Commander's Town.

Each session listened as Lt. Col Brian D. Kuhn talked about the accomplishments around the depot, SHARP, hiring freeze, term lengths, Safety, Group Achievement Program (GAP) award, training, BRAC, bridge on Access A-26, Change of Command, how the gate access has improved.

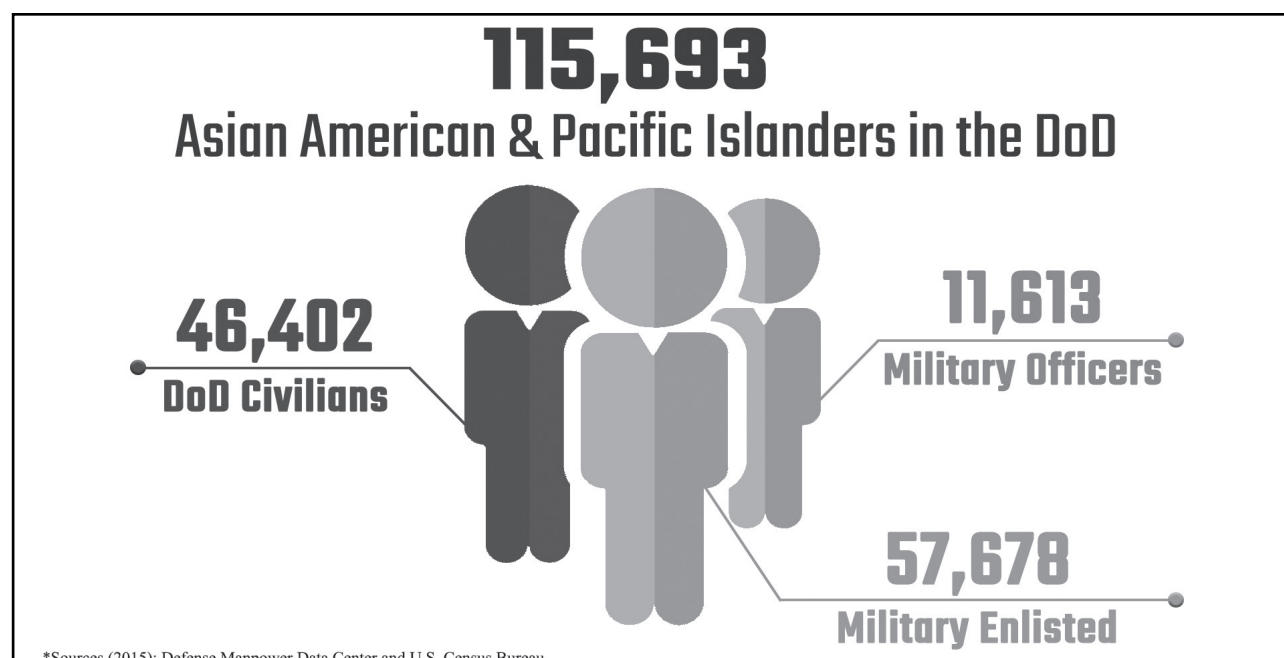
Lt. Col. Kuhn began each session by thanking employees for all they have done within the past year. Some of those accomplishments were: Safety injuries went from 113 in FY16 to 41 in FY17; Shipped a total of 42,847 packages in support of the OCIE Reserve mission; Ground Tactical Vehicles pulled a total of 2,110 parts of combat vehicles stored here; Paint Shop painted more than 53,625 pieces of armor; and Wood Working Division processed approximately 1.19 million board feet of lumber and 31,585 sheets of plywood, providing depot-wide support on a daily basis. This equates to 200 2,000 square foot homes. These are just a few of the accomplishments around the depot.

Another area Kuhn praised employees on, was the decline in the number of SHARP incidents being reported. He stated the TACOM SHARP Office was very impressed with the program Sierra has in place.

The commander talked about the GAP award that will be given out at the end of the fiscal year. He commented the three metrics: Safety, Productive Yield, and Energy were all on target to receive the maximum amount allowed. The fourth metric was the responsibility of each employee, and that was the completion of ALL mandatory training before Aug. 15. Questions were asked: "If some employees do not complete the training, will that affect those individuals that do complete all the training". The answer is NO. The mandatory training is the only metric that falls on the employee. If an employee does not complete the training, they will not receive any money for that metric, and they will miss out on the bonus of meeting all four metrics.

There were several questions pertaining to the length of a term position. Kuhn said that within the National Defense Authorization Act signed back in November 2016, the time length for a term position would be five years. However, the Depot is still waiting for the final guidance to come down from DoD how this will be implemented.

Kuhn ended each session the same way he began, by thanking employees for their dedication and hard work during his time in command.

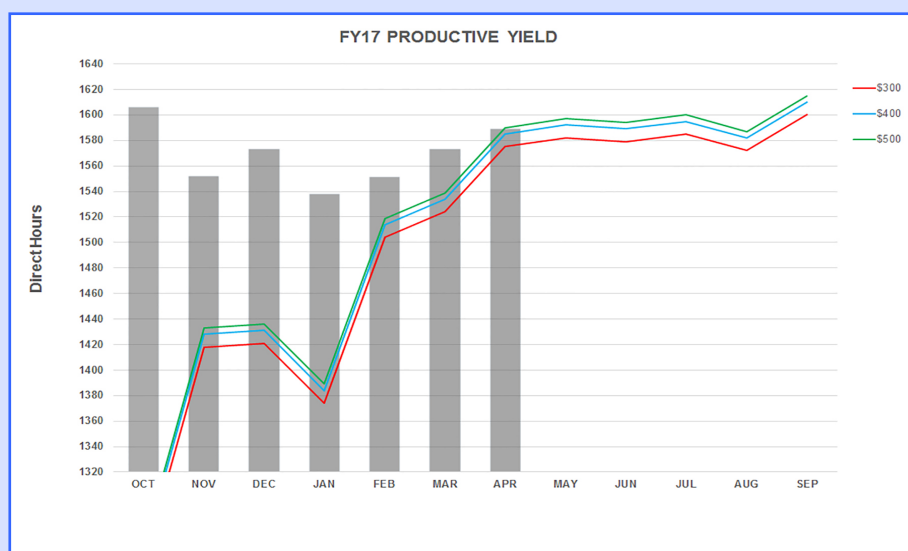
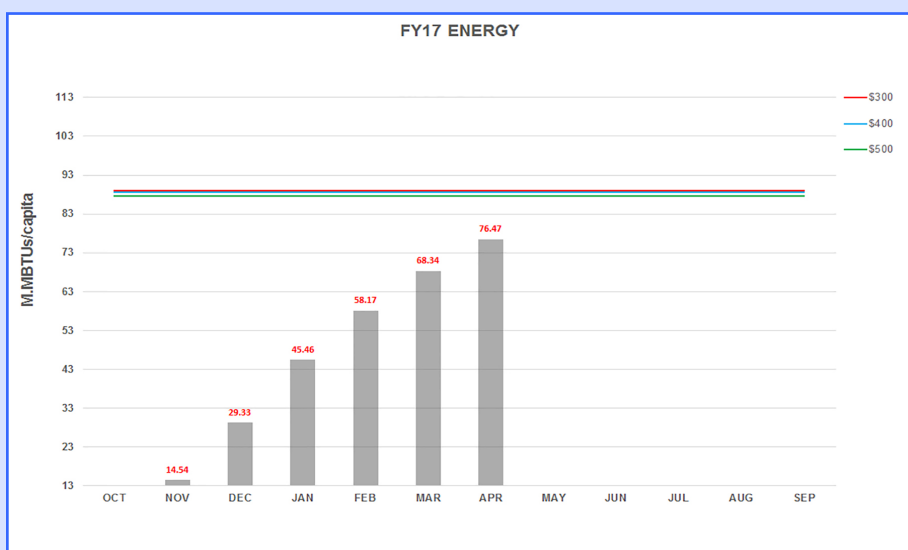
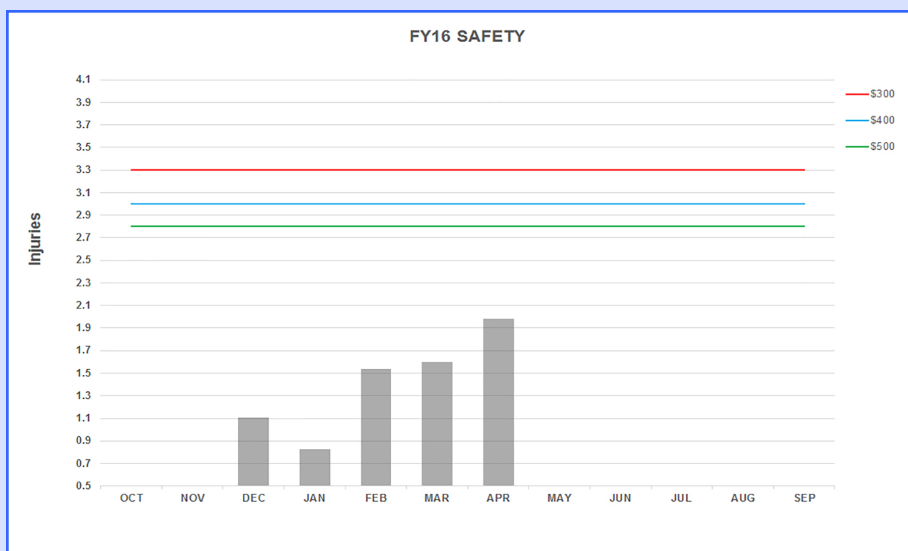




## FY 17 GAP Award metrics

Each month, employees will have the opportunity to see how well the Depot is doing with the metrics that have been selected for the Group Awards Program (GAP). There are a total of four metrics: Energy, Productive Yield, Safety, and Training. If you complete all your Mandatory Training by Aug. 15, 2017, you will receive

\$500. This metric will be tracked individually. The other three metrics are worth between \$300 to \$500, with an additional \$500 if all four metrics are met at the highest level. As of the end of April, the metrics shown below are at the highest level for payout. Keep up the good work!



**4<sup>th</sup> METRIC**

**Complete ALL MANDATORY TRAINING Before August 15, 2017**

## A time back when...



In August 1945, a mission for Sierra was the re-processing of cars and trucks (above photo).



In April 1946, women workers prepared 37mm guns for storage (above photo).

## Where did the name Herlong come from

Who was Herlong?

CAPTAIN HENRY WALTER HERLONG, the man for whom this community was named, was a native of Jacksonville, Florida, born August 27, 1911.

In June 1941, he met his death in line of duty in an airplane accident at LaGrange, Georgia, along with three companions who had set out to survey a military base in Tennessee. Ten minutes after the plane took off, it plummeted to the ground.

In his military career, the captain served as a private in the First Chemical Regiment, Fort Benning and in July 1929 was appointed to

the US Military Academy at West Point, from which he was graduated in 1933; then he served in a variety of assignments in the states and in the Philippines, enrolling in the school of aviation at Langley Field, Virginia in 1940. He was assigned to the 35th Air Base Group at Savannah, Georgia at the time of his death.

He was the son of Mrs. Harold W.H. Herlong of Florida. His father was a veteran of the Spanish-American War and World War I and was a commissioned officer in World War II. The Herlong family emigrated from Holland in 1750.



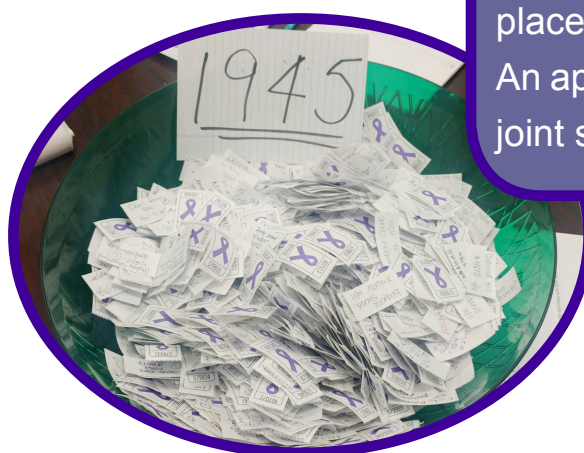
# PURPLE UP CAMPAIGN

*supports*

*Child Abuse Prevention Month and Month of the Military Child*



Ladies in command showed their support for the Purple Up campaign by wearing matching t-shirts. Pictured above in front row Jill Crinklaw (left) and Lindsey Jones. Back row from far left Rhonda Brantley, Lori McDonald, Katherine O'Sullivan, and Carolina Martinez.



Thanks to everyone for their involvement in the Purple Up campaign supporting Child Abuse Prevention Month and Month of the Military Child. Your commitment to wearing purple for the month of April led to 1,945 tickets being placed in the Purple Up drawing. Fantastic!!! An appreciative shout-out to the CWF for their joint sponsorship of this campaign.



Michelle Giese hit a home run when she won two tickets to a Reno ACES baseball game.



Tami Thompson was the recipient of a gift certificate to the Sunspot Restaurant in Herlong .



Nara Helsdon is all smiles as she holds up the certificate she won to the Sunspot Restaurant in Herlong.



It was all in the family when, Katy Adams (right) and step-daughter Hartley Radey both won prizes during the Purple Up campaign. Harley won a set of cool Builders Deluxe Workshop and Katy can relax in the Pouch Couch she won.



These three guys were lucky winners. Left to right David Douglas - Skedaddle Lanes Gift Certificate for bowling, shoe rental, and meal deal, Steve Sarian - Starbuck's Gift Card, and John Sell - Starbuck's Gift Card.



Winners in the Purple Up campaign drawing gather for a photo op. Front row left to right Debra Lamar - Winje's Country Store & Gifts (Doyle), Rodney Cortez - 2 months of dance lessons at the House of Dance (Susanville), Deb Browy - Starbuck's Gift Card, Allison Gunier - IHOP Gift Card, Phyllis DeMartini - Deluxe Memo Cork Board. Back row left to right Jeff Orosco - Starbuck's Gift Card, Amber Wood - 2 Reno ACES baseball ticket; Clark Prescott - Sunspot Restaurant Gift Certificate , and William Bredstrand - Deluxe Lap Desk.



## Reducing Your Risk of a Wildland Fire Emergency



By Captain James Bronneke  
Fire Department

Wildfires are inevitable, especially in rural areas like Sierra Army Depot. If you call this area home, then there are a few things you need to know, in order to protect your home from a wildfire emergency. Every year we focus on a different topic, our focus this year, will be on the importance of being Ember Aware.

### Be Ember Prepared

Even though we received a large amount of snow and precipitation over the last year, Northern Nevada and Northern California have faced serious drought over the last couple of years. Other than the Willard Fire that occurred near Susanville late last year, our local area hasn't seen a large scale fire in years. In the event of a wildland fire in your area, prepare your home for an ember fallout. During a wildfire, thousands of embers can rain down on your roof and pelt the side of your home. These embers can very easily become lodged and ignite materials on or around your home. Embers coming into contact with flammable material is the most common reason why homes are destroyed in a wildfire emergency. Take the steps necessary to protect your home.

For more information on burning and cutting on your property call:

Lassen County - 530-257-3778  
or Washoe County - 775-326-6006

### Tips for Protecting your Home from embers

\* Install an approved spark arrestor on your chimney.

\* Move firewood stacks and

scrap lumber piles at least 30 feet from your house and other buildings.

\* Maintain wooden fences and create a noncombustible fence section or gate next to your house.

\* Keep flower boxes well maintained and free of dead plants.

\* Keep rain gutters free of plant debris.

\* Replace single pane, non-tempered glass windows.

\* Replace plastic skylights with types constructed of double pane glass.

\* Remove debris, wood piles and other ignitable materials from underneath your deck.

\* Replace wood mulches with noncombustible types.

\* Remove dead plant debris from next to the house, fences and other buildings.

\* Replace deck boards that are in poor condition and remove plant debris from gaps between boards.

\* Use garbage cans with tight fitting lids that are next to your house or other buildings.

\* Fill gaps in siding with good quality caulk.

\* Close vehicle windows. Back into the garage and close the garage door or park away from the house.

\* Cover attic, eave and foundation vents with 1/8 inch wire mesh or install ember resistant vents.

\* Adjust garage doors to achieve as tight a fit as possible with the door frame.

\* If a fire is threatening; remove all combustible materials from the porch and deck, put patio furniture inside, remove wooden flower boxes from beneath windows, close all windows and doors, remove light and easily ignitable curtains from interior windows.

***Remember to have a family emergency plan in the event of a wildfire emergency.***

***For more information on wildfire safety and reducing your wildfire risk please contact the Sierra Army Depot Fire Department at 530-827-4309.***

## Employee recognized for career tenure



Lt. Col. Brian Kuhn, right, presented Michael Winters with a 30-year length of service certificate and pin during a command staff meeting.

### Fundamentals of Discovering a Prospective Terrorist

Terrorist normally gather information (surveillance) on the objective (target) before selecting or attacking.

Watch for the following suspicious activities:

- ✓ Note taking
- ✓ Loitering
- ✓ Security-related questions
- ✓ Photographing or videoing entry control points (gates) and barriers.
- ✓ Video while driving when parking is available

- Awareness is a powerful weapon we can use to stop an attack.
- Knowledge of terrorist techniques & methods can help prevent an attack.

- Thoughtfully complete Antiterrorism Awareness Training.

- Report suspicious behavior and activity by calling 530-827-4345 or 911 for emergencies.

## ASIAN (From Page 3)

OPM continues our commitment to helping the Federal Government achieve a strong and united workforce – a world-class workforce – to serve the American people. AAPI Heritage Month reminds us we can best solve the complex and historic

challenges of our time by solving them together; when we join our individual strengths, we unify and magnify our nation's effectiveness.

For information on Asian American and Pacific Islander Heritage Month, please visit: <http://asian-pacificheritage.gov/> and <http://asianpacificheritage.gov/about/>.





# Retirement Planning Phases

## Thrift Savings Plan - Early Career

If you are in the first few years of your career, you can take advantage of the best asset available to you: time. When you start saving for your retirement early, you have many years to weather short-term market fluctuations and to gain the maximum benefit from the power of compounding.

- When to Start Contributing
- Your TSP Asset Allocation
- Your Tax Treatment Options

### When to Start Contributing

The best time to start contributing to your TSP account is now. This way, saving becomes a habit. Also, you are "paying yourself first" by setting aside retirement funds before you are tempted to spend the money on other things.

The table below illustrates the impact of saving early for two savers, both age 25. The first scenario depicts a saver who invests \$200 every month for 40 years. Assuming a 6% annual rate of return, this saver would have accumulated \$400,289 by the age of 65.

The second scenario shows a saver who does not start saving at age 25, but decides to wait five years. At a \$200 per month savings rate and a 6% annual rate of return, the account value by the time this saver reaches age 65 is \$286,367 - a significant amount less than in the first scenario because the five-year delay means five years of forgone earnings and compounding. In fact, under this set of assumptions, a saver who waits five years would have to save almost \$280 per month to achieve the same results as the saver in the first scenario.

	Savings Per Month	Years of Investing	Rate of Return	Account Value at Age 65
Scenario 1	\$200	40	6.00%	\$400,289
Scenario 2	\$200	35	6.00%	\$286,367
	\$280	35	6.00%	\$400,289

Remember that starting your retirement savings early is important because the longer you wait, the more difficult it can become to reach your financial goals. By waiting, you may find yourself having to set aside a higher proportion of your income for retirement. Also, you will have forgone any earnings that could have compounded during those missed

early years.

If you are a FERS employee, don't miss out on free money from your agency. You should consider contributing no less than 5% of your salary to the TSP. If you do, you will receive the maximum Agency Matching Contributions. To learn more, visit Agency Matching Contributions.

### Your TSP Asset Allocation

The way in which you distribute your money among the TSP funds should reflect your time horizon and your risk tolerance. Since you have many years ahead of you, you can probably afford to take some risk. That is, you can consider investing in the TSP's stock funds (C, S, and I Funds) in addition to the G and the F funds. The TSP stock funds, while more volatile, offer the opportunity for potentially higher returns over time.

Also, by spreading your investment across the different funds, you become less susceptible to dramatic losses that might be associated with having all of your money in a single asset.

Visit Investment Funds to learn about all of the TSP funds, their features, and past performance. The information available will help you to determine an asset allocation that is appropriate for you.

It's important to develop an investment strategy, or a roadmap, as you begin building your TSP account. Visit Before You Invest for essential questions to consider concerning your expectations and your tolerance for risk.

### Your Tax Treatment Options

You have the option of making traditional (pre-tax) contributions and/or Roth (after-tax) contributions to your TSP account. For more information on these options, visit Tax Treatment of Your Contributions.

If you expect your income to increase over the years, you might find that making Roth contributions now will be more beneficial for you.

# Child Youth and School Services Monthly Update

Sierra Child and Youth Services (CYS) and Army Community Services (ACS) - Family Advocacy Program joined together during the month of April to bring many special events to the Depot to honor Month of the Military Child (MOMC) and Child Abuse Prevention Month.

The Purple Up Campaign kicked off the first day of the month and Depot employees were encouraged to wear purple every day to show support of the months' special celebrations. Each day an employee displayed purple, they were entered into a drawing for prizes that were given away during the first few days of May. Individuals from MWR, Garrison and Mission participated in the campaign, and purple ticket entries totaled 1495!

CYS children and youth celebrated all month long, with 13 special events hosted at the Child Development Center, Youth Center and Depot Gym. School Age Services opened the month with a breakfast celebration, with Garrison Manager Patrick Rothbauer and Mission Manager Deb Browry as special guests. Mr. Rothbauer read the MOMC Proclamation and declared the start of the month's celebrations. The event ended with the Pledge of Allegiance before the kids rushed off to school. Later in the month SAC kids enjoyed a Depot bus tour and a SIAD Police vehicle demonstration. Mid-month, TACOM Chaplain David G. Snyder graced the CDC with his

presence and he spent some time playing and reading a story to the children about the beauty of friendship. They also celebrated with a several dress up days where children were able to dress up in camouflage, in their pajamas, and be a twin with their classmate. The CDC wrapped up MOMC with their annual Bubble Launch.

At the end of the month, the Middle School/Teen (MST) program partnered with the base gym and hosted a Tricycle Challenge to bring awareness to Underage Drinking and Driving. Two teens, Madelynn Hinojos and Sarah Gotcher, spoke of the dangers and gave facts about underage drinking and driving. The SIAD Fire Department was present and one firemen got up and spoke as well. MST youth, the firemen and several community members then participated in a race on tricycles. Participants wore goggles that gave them a distorted view of the obstacle course in order to simulate a drunk driver's vision impairment. Approximately fifty participants raced against each other and helped spread the message to our youth about the dangers of drunk driving.

CYS and ACS would like to thank everyone who participated in our events throughout the month. The support for Child Abuse Prevention Awareness and Month of the Military Child around Sierra Army Depot was phenomenal!



As part of recognition for Month of the Military Child, Chaplain David Snyder, TACOM LCMC Chaplain, read to children at the Depot CDC during his recent visit.





## March Employee of the Month



Lt. Col. Brian Kuhn recognized the recipient of the March Employee of the Month, Mr. Richard Moll, with a commander's note, depot coffee mug, and a time off award.

As the Reno runner for Sierra, Moll exceeded all expectations by furnishing improved services in deliveries and returns to the installation. Initiatives taken by Moll, along with outstanding communication, has allowed the Contracting Office to be more efficient with deliveries to the end user and close out orders that otherwise got put on hold. Without his hard work and professionalism, the Contracting Office would be further backlogged in closing out orders which is a direct reflection of supporting the war fighter.

Congratulations to Richard Moll for receiving this recognition.

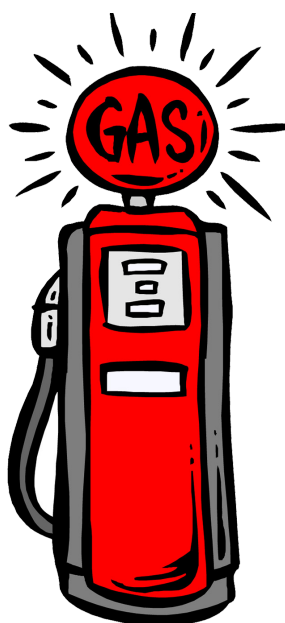


## New GSA fueling procedures

By John B. Dwyer  
Installation Property Book Officer

Getting fuel from the Installation fuel point is changing. GSA Fleet has mandated a movement toward the WEX GSA fleet card swipe at the pump, and have modified our fuel point to accept the WEX GSA fleet cards. So effective 1 August 2017 the VIL keys for GSA only will be turned off.

So how will you get fuel now? You will have to come to the same building you turn in your vehicle trip tickets to pick up a WEX GSA fleet card for the assigned GSA vehicle. Then upon completion of fueling the GSA vehicle ONLY (no fuel cans, generators, or air compressors, etc.), you will have to re-



turn the WEX GSA fleet card to the same location where it was issued to you.

How do I use the WEX GSA fleet card? When at the fuel point swipe the card and the screen will prompt you to enter the GSA vehicle's mileage and then the Driver's ID number, so what is your Drivers ID number? Well look at your assigned WEX GSA fleet card it will have your Vehicle tag number on it so if the tag number is G63-1973K, your ID number will be 631973, just drop the first and last characters. Then you will have to add the pump number.

If you need any of these items please contact 4114 or 4543 and they will be more than happy to help you out.

Sierra Army Depot  
Public Affairs Office  
74 Currant Street  
Herlong, CA 96113

## Certified Train-the-Trainers for Lock-out/ Tag-out Program

By Donny Lafferty  
Safety Specialist

During the first week of May, the Sierra Army Depot Safety Office and a select few depot employees from various departments attended a three day Lock-out/ Tag-out (LOTO) Train-the-Trainer course taught by Dr. Mike Estep of Rescue Tech.

The class learned the finer points on how to conduct a LOTO course and the importance of

creating, maintaining, and reviewing a LOTO program. Each class participant received a certificate of completion and will assist the Safety Office in creating specialized policies and procedures for their unique LOTO program within their work areas.

These employees will also accompany the Safety Office in conducting LOTO classes in the future.



Depot employees pictured above are now certified Lock-out/Tag-out Train-the-Trainers. Front row (l-r) Gregg Masnick, Robert DeMartini, Patrick Munds, Donny Lafferty, Jose Gualda. Standing in back (l-r) Arian Dworzecki, William Chaffee, Jr., Dyke Crouch, Jesse Clark, Mike Estep (instructor), Robert Boulanger, and James Cowan.



BE  
**CAREFUL**  
WHAT  
YOU POST  
ONLINE.

DON'T  
BECOME  
AN  
**EASY  
TARGET.**

**Preventive Measures Include:**

- Do not store any information you want to protect on any device that connects to the Internet.
- Always use high security settings on social networking sites, and be very limited in the personal information you share. Monitor what others are posting about you on their online discussions.
- Use anti-virus and firewall software. Keep them and your browser, and operating systems patched and updated.
- Change your passwords periodically, and do not reuse old passwords. Do not use the same password for more than one system or service.
- Do not post anything that might embarrass you later, or that you don't want strangers to know.
- Verify those you correspond with. It is easy for people to fake identities over the Internet.

Internet-based social networking sites have created a revolution in social connectivity. However, con artists, criminals, and other dishonest actors are exploiting this capability for nefarious purposes.

For more information on Social Networking Cybersecurity visit  
<http://www.cdse.edu/toolkits/cybersecurity/socialmedia.html>