

Make Sure It's Secure

Properly securing an open storage or restricted area is essential in the prevention of unauthorized access to classified or sensitive information.

End of day security checks must be conducted at the close of each day to verify that all classified material is properly secured.

Make sure to check all areas to include safes, windows, and desktops. You can utilize the SF 702, Security Container Checklist, and the SF 701, Activity Security Checklist, to make your own specific checklist to meet the organizational and NISPOM security requirements.

When in doubt, ask your Facility Security Office for assistance.



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