



SECURITY GUIDE

Security Tips for Business Travelers at Airports and Central Bus Stations

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Even though airports and central bus stations give an impression of security, they are constantly targeted by opportunistic and highly skilled criminals, and theft is their preferred method of action.

The main factors of attraction for the thieves are distraction and the presence of an interesting object, which can be a wallet, a cell phone, a suitcase or even an entire luggage cart full of baggage.



According to data provided by public security forces, **thieves often attack in places where travelers must split their attention:** near ATMs, in food courts, near self-service check-in kiosks and at check-in queues.

When passengers are on the outside of the airport or central bus is another moment in which criminals like to act.

In that location, travelers may turn their backs to the luggage to talk to a taxi driver or to place the baggage inside the trunk, what is seen as a great opportunity by the thieves.

These events can also happen at hotels or other hosting facilities.



Read on the next page what are our recommendations in order for you to have a secure business travel.

RECOMMENDATIONS

I. PREPARING FOR THE TRIP

- Prefer suitcases with rigid exteriors and password padlocks integrated with the case.
- Inform yourself about certain control procedures: immigration, customs.
- Prefer to use colorful suitcases, as they are easy to spot. Stickers and tapes can help to identify those that are more discrete.
- Personal documents, money, and electronics must be carried in the cabin bag.
- Keep the invoice of precious items that are inside the bags, so you can request the insurance reimbursement in case of loss.
- Attach tags with your name to the baggage and don't place in your luggage a sticker that has the name of your company.



II. EMBARKING

- Don't wait in the airport public area and beware of strangers requesting your attention.
- Just after arriving at the airport, wrap the luggage in plastic film.
- Anticipate delays due to security control when leaving the country.
- Don't waste time until you accomplish your check-in. Also, don't waste time until you pass through customs. Being nervous and in a hurry can reduce your alertness, then you become an easy target.
- Submit to every verification demanded by the authorities, even if they sound absurd. Be cooperative and friendly.



III. DISEMBARKING

- After disembarking, go straight for the baggage carousel. After retrieving the bag, check for anything suspicious, such as a sign of forced opening.
- Don't withdraw money from ATMs in airports.
- Upon arrival avoid Uber and similar Apps. Always prefer taxis that belong to companies that have a stand in the airport.



IV. ALL THE TIME

- Remain discrete about your life and professional activities.
- Never leave your luggage and other belongings unattended. Keep them always at sight. If you go to the toilet, take the luggage with you.
- Never carry any baggage that is not yours or whose contents you are unaware of.
- Avoid exposing valuable items in public areas, such as luxury watches, electronics, cell phones, jewels, etc.

V. DATA SECURITY

- Attention to public Wi-Fi networks. Prefer a 4G connection.
- Always use an encrypted VPN and ensure that you have a HTTPS connection.
- Avoid dedicated notebook bags.
- Only use encrypted flash drives and keep careful control over their location.
- Take clean devices configured for travelling.
- Never connect directly to public Wi-Fi at airports, hotels, etc. There may be spoof Wi-Fi hotspots which transmit a malicious connection that mimics the expected network.
- Avoid carrying confidential information in your devices (laptop, phone, USB key) when travelling to countries where border officials can seize electronics and also, do a device cleansing and remove all unnecessary data before your travel.



VI. AT THE HOTEL

- When checking-in and checking-out, remain always with your belongings.
- This advice serves for other common areas, such as the pool.



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