#### [Your Organization]

# **Foreign Travel Briefing**



- Vulnerability Awareness
- Personal Safety
- Terrorist Threat Information
- Assistance Contacts
- Before You Go

When travelling abroad, you must know how to protect yourself and safeguard your belongings.

In this section, you will learn about:

- How you may be a target
- Crime targeting foreign travelers
- Foreign arrest and detention
- Industrial espionage tactics



#### How You May Be a Target: What You Know

You may possess or have access to information that is highly sought after by foreign entities, including:

- Friendly information
- Research, development, testing, and evaluation
- Program milestones and specifications
- System capabilities

Foreign entities also target information related to your organization's personnel, security, and operations.

You are the first line of defense in protecting classified information and defense technologies!

## Counterintelligence

What is Counterintelligence?

- Information gathered and activities conducted to identify, deceive, exploit, disrupt, or protect against:
  - Espionage
  - Other intelligence activities
  - Sabotage
  - Assassinations
- Conducted by, for, or on behalf of:
  - Foreign powers
  - Foreign governmental and commercial organizations
  - Foreign persons or their agents
  - International terrorist organizations

#### **CI** Awareness and Foreign Travel

Foreign travel increases the risk of foreign intelligence targeting.

- Collection techniques include, but are not limited to:
  - Bugged hotel rooms or airline cabins
  - Intercepts of email and fax transmissions
  - Tracking activity via ATM transactions and Internet usage at Internet kiosks and Wi-Fi access points
  - Recording of telephone conversations
  - Unauthorized access to or theft of electronic devices and installation of malicious software at customs or hotel
  - Intrusion into or search of hotel rooms and hotel room safes
  - Enhanced interviews by customs officials

## Identifying Suspicious Contacts

- Examples of suspicious contacts include, but are not limited to:
  - Requests for protected information under the guise of a price quote or purchase request, market survey, or other pretense
  - Foreign entities targeting personnel travelling overseas via airport screening or hotel room incursions
  - Attempts to entice personnel into situations that could lead to blackmail or extortion
  - Attempts by foreign customers to gain access to hardware and information that exceeds the limitations of the export licenses on file
  - Attempts to place personnel under obligation through special treatment, favors, gifts, or money

## What To Do If Approached

- If you feel you are being solicited for information:
  - Practice authorized responses to questions concerning your duties
  - Never feel obligated to answer questions which make you feel uncomfortable
  - If a conversation is too probing with respect to your duties, private life, and co-workers, change the subject
  - Be observant and take note of the person questioning you
  - Maintain professional composure
  - REPORT, REPORT, REPORT: Provide as much information as possible to your security point of contact

# **Foreign Travel and Crime**

Crime is one of the biggest threats facing travelers. Crimes against travelers are crimes of opportunity.

- Follow these steps to protect yourself:
  - Stay alert and exercise good judgment
  - When possible, ensure that your hotel room has a peephole and a deadbolt lock or a chain-and-slide bolt
  - If you travel with valuables, put them in the hotel safe
  - Find out what parts of town locals consider risky and avoid them
  - Keep your car doors locked and suitcases out of sight
  - If you see an accident, don't stop; instead, call for help from a safe area
  - Minimize the amount of cash you carry
  - Be wary of street vendors and innocent-looking youngsters as they may be decoys for pick pockets

#### Foreign Arrest and Detention

Foreign police and intelligence agencies detain persons for many reasons, including simple curiosity.

- If you are detained or arrested for any reason:
  - Exercise good judgment and be professional in your demeanor
  - Stay calm, maintain your dignity, and do not do anything to provoke the arresting officer
  - Ask to contact the U.S. Embassy or Consulate
  - DO NOT admit to anything or volunteer any information
  - DO NOT sign anything until the document is examined by an attorney or an embassy/consulate representative
  - DO NOT accept anyone at face value: Request identification from embassy/consulate representatives
  - DO NOT fall for the ruse of helping the ones who are detaining you in return for your release

#### Local Laws

While travelling, remember that you are subject to the local laws. Do not make assumptions about what is acceptable.

When travelling abroad:

- Be aware of local laws
- DO NOT photograph government facilities or religious symbols as it is prohibited in many countries
- DO NOT take photographs in the vicinity of foreign military bases, buildings, or personnel

#### Industrial Espionage

# Industrial espionage: The acquisition of trade secrets from business competitors.

- Tactics include, but are not limited to:
  - Elicitation
  - Eavesdropping
  - Surveillance
  - Electronic interception
  - Hotel intrusions
  - Theft of information

New surroundings and exotic destinations may lead you into a false sense of security. Whether you are traveling for work or leisure, your personal safety is paramount.

In this section, you will learn about:

- Maintaining a low profile
- Hotel safety tips
- Travel safety tips



# Maintaining a Low Profile

- Attempt to blend in with your surroundings
- Conceal material wealth
- Exchange your money into the local currency
- Drive an inconspicuous vehicle
- Use unmarked parking spaces and vary where you park
- Avoid publicity
- Only share information about your personal life and security efforts to trusted friends and security personnel
- Avoid establishing routines

## Hotel Safety Tips

- Only patronize reputable hotels
- Note escape routes
- Secure your door and keep windows locked
- When away from your room, keep the television or radio on
- In high threat areas, avoid riding in elevators
- Avoid hotel paging
- Be aware that some countries require you to leave your passport with hotel reception over night so it may be checked by local authorities
- DO NOT stay in hotel rooms that are located on the first floor or easily accessible from the outside
- DO NOT accept deliveries unless previously arranged
- DO NOT leave your room key at the front desk; keep it with you
- *DO NOT* use the hotel phone to discuss travel plans

## Travel Safety Tips

- Always remain alert and maintain a cautious attitude
- Walk toward traffic and in the middle of the sidewalk
- Don't wear clothing that immediately identifies you as an American
- Whenever possible, travel in groups
- Avoid public transportation (i.e., buses)
- Choose your own taxi
- Avoid isolated roads, danger areas, civil disturbances, and crowds
- Be alert to anyone who appears to be following you
- Have a working knowledge of the local language

#### **Terrorist Threat**

Acts of terror happen around the world. There are steps you can take to minimize the likelihood of being victim to terrorist activity.

In this section, you will learn about:

- Terrorist tactics
- Threats to your travel destination



#### **Terrorist Tactics**

Terrorist tactics include, but are not limited to:

- Bombing
- Kidnapping
- Hostage-taking
- Hijacking
- Assassinations
- Arson
- Robbery
- Extortion
- Biological and chemical attacks

- Click to add destination-specific threat information
- U.S. Department of State information:
  - <u>http://travel.state.gov/</u>

Even with the best preparations, things can go wrong. Know where to seek assistance should an emergency occur.

In this section, you will learn about:

- U.S. Embassy and Consulate contacts
- Domestic contacts



#### U.S. Embassy/Consulate Contact

Click to add relevant embassy/consulate contact information, including surrounding landmarks

#### **Domestic Contacts**

Click to add domestic contacts, such as:

- Company point of contact
- Security point of contact
- Department of State contact
- Passport information or replacement contact

In addition, make sure you have contacts for your:

- Financial institution
- Insurance company
- Family members

#### Before You Go

Your preparations will depend upon your destination and the trip's length and purpose.

Before you go:

- Inform others of your itinerary
- Know the local laws and customs



- Register your travel with the Department of State
- Check health and immunization information with Center for Disease Control and World Health Organization
- Establish a point of contact for your family
- Keep all medications in their original container
- Make copies of your passport and other important documents

- Contact your local security official for a Foreign Travel Debriefing upon return from your trip
- Report any suspicious activity or contact to your local security official