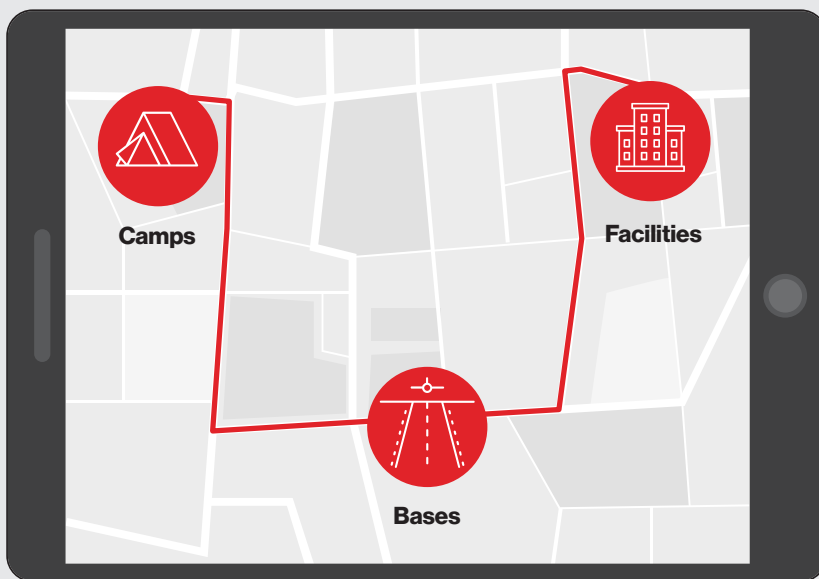


# Visiting NZDF locations

**This guide will help you follow security practices at NZDF locations.**

**NZDF locations include:**



**What is a facility?**

A Defence facility is a building or area that's NZDF-cleared or DISP-accredited.

**Security practices are different for each location.**



## Good practices at NZDF locations

- Look out for people tailgating (following close behind you).
- Clearly display your ID.
- Don't put both your ID card and access card on one lanyard.
- Never give your cards to anyone else.
- Don't try to access information you don't have clearance for or the Need-to-know.
- See something, say something.

## Good practice examples

- Check the classification level of any document you have access to, to make sure you have the appropriate security clearance level to view it.
- Speak up to someone on-site if you notice behaviour that is suspicious or could impact security.

**If you're unsure what to do, ask.**

You can ask your FSO, NZDF sponsor or POC what's required at that location before you go there.

**Defence Security**

