

## What's the big deal if...



### *...I use my personal computer to work offsite?*

Why it is a big deal
<ul style="list-style-type: none"><li>• Your personal computer does not have the same security protection as the ESDC electronic network</li><li>• If the device is lost, the information on it (that belongs to the Department and Canadians) is lost</li><li>• If somebody else in your home has access to the computer, they have access to information that they should not</li><li>• Under no circumstances should you e-mail work information from home to the office (or vice versa) as this creates even greater security risk</li></ul>
Scenario
You planned to work from home tomorrow, but on the way home you realize you forgot your work laptop at the office. What should you do?
Possible actions (vote on the correct answer)
<ul style="list-style-type: none"><li>• Option 1: E-mail a colleague and ask them to send the files you need to your personal account</li><li>• Option 2: Go back to the office and get your work laptop</li><li>• Option 3: Call your manager and ask for permission to use your personal computer</li></ul>
Explanation
<ul style="list-style-type: none"><li>• Option 2 is the correct answer – even though it means an extra trip into the office</li><li>• Your personal computer is not a department authorized device, and therefore should not be used when handling work information</li><li>• Your manager should not give you permission to use your personal computer for work purposes</li><li>• The exception to this is if you have been authorized to use AppGate for remote desktop access, then you can use your personal computer for work purposes</li></ul>
Key take-aways
<ul style="list-style-type: none"><li>• You have a responsibility to protect information whether you're working onsite in an office or offsite</li><li>• Work that you do offsite must be done either on a department authorized device using a Virtual Private Network (VPN) or on your personal computer using AppGate</li></ul>
More information
<ul style="list-style-type: none"><li>• <a href="#">Laptop Security</a></li><li>• <a href="#">VPN and Remote Access</a></li></ul>