

SDSU SAFETY & SECURITY NEWSLETTER

SEPTEMBER 2017



EM CONTACT INFORMATION

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*Emergency Preparedness
is a Team Sport."
–Eric Whitaker*

Always remember...
each one of you is a safety officer:
***If You See Something
Say Something!***

EMERGENCY MANAGEMENT

September is **National Preparedness Month**. The national theme focuses on planning, with an overarching theme of “Disasters Don’t Plan Ahead. You Can.” Everyone should take action to prepare! We are all able to help first responders in our community by training on how to respond during an emergency and what to do when disaster strikes where we live, work, and visit. #NatlPrep #PlanAhead

- Download the [FEMA app](#) for disaster resources, weather alerts, and safety tips.
- View the [public service announcement](#) from FEMA.
- Register and/or Update your [Campus Alert information](#). This system is used to contact you of any emergency that may be happening on campus.

Jackrabbits Guardian

This app complements Campus Safety initiatives using existing resources. It provides a number of safety and communications tools for the users and puts it right in the palm of their hand. It gives you the ability to set up Guardians, a Safety Timer, Text a Tip, and has an Emergency Call button. The app is free from your app store-just search for **Rave Guardian**. Faculty, staff and students should create a safety profile in the Guardian app using their SDSU email address. Just follow the instructions on the screen. The information will then be available to police and medical responders in the event of a serious emergency. For more information on [Jackrabbits Guardian](#).

Did you see us in the [collegian](#)? We had an interview with the Collegian that discussed the benefits of downloading the Jackrabbits Guardian App.

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Building Wardens

Do you know what a Building Warden is? They are volunteers within your building that assist with communications, evacuation and coordination of building occupants when an emergency occurs. When an alarm sounds, Building Wardens immediately begin an evacuation while assessing the situation and determining the cause of the alarm. They meet with building occupants regularly to maintain awareness of equipment and training needs and communicate safety concerns and issues. With assistance from the Emergency Management Specialist, they develop the evacuation plan for the building and ensure occupants are aware of the procedures for fire and life safety evacuations, and how to react during an emergency. They also gather essential information and give to emergency response personnel.

Do you know who it is in your building? If not please contact me and I will get you that information.

Jayne Trygstad



EHS Contact Information

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ENVIRONMENTAL HEALTH & SAFETY

The EHS office welcomes you back to campus!

We hope that this year will provide a very safe learning and working environment.



Fire in laboratories, offices and other facilities is too common. In one year, campus fires average 30 fire-related injuries, 2 fire-related deaths and over \$9.4 million in property damage. Along with the injuries and monetary losses, is the loss of

years of research and work related items to sift through while trying to reconstruct one's workplace. Fires at universities are on the increase since 1980, with 84% of those caused by cooking in dorms and in break-rooms. With this in mind, EHS would like to remind faculty, researchers, and any other university occupants of some Fire Prevention Tips and Guidelines:

- Don't overload outlets. One of the most common of EHS audit issues is overloaded outlets or using an extension cord to power items such as refrigerators.

Tina Brown
Senior Secretary
and
Campus Ergonomic Representative
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For after-hours assistance,
contact the
University Police Department
at 688-5117

In an emergency,
dial 111 from a campus phone
or
911 from a cellular phone.

- Please don't reengineer an electrical device for another purpose, "use as directed".
- Do not leave unattended hazardous operations, whether this is in a lab or in the break room.
- If you find an electrical cord that is frayed, stop use of the device immediately, take it out of service and find another way.
- Make sure that hazard signs are posted, readable, and up to date.
- Candles or other flame devices do not belong in a lab or in an office; please refrain from using them in any university facility.
- Are you aware of where a fire extinguisher is located? Where the fire alarm pulls are located? Do you know how to use a fire extinguisher? (EHS conducts classes by a certified fire trainer)
- Keep flammables, whether its stacks of papers, solvents, flammable gasses, or any flammable materials, to a minimum. Use a solvent storage cabinet. Don't leave out any more flammable materials than you need for a week in the lab or other places.

Once a fire breaks out, it's past the time to prevent it. EHS has a self-audit checklist available for use at any time to assist you in looking for those things that you walk by every day that may be an issue. Just contact us!

Dr Gary Yarrow



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UNIVERSITY POLICE DEPARTMENT

Everyone has a basic understanding of the services provided by a police department. We have presented these services in prior newsletters and explored activities such as law enforcement, investigations, public safety duties and event security functions.

Aside from everyday patrol duties, the University Police Department also provides a host of other helpful services to the campus and surrounding community. These include:

- Bike Patrol
- Fingerprinting
- Safety Escorts
- Traffic Control
- Vehicle Jump Starts
- After-hours Building Access

We have students and faculty on campus who are hunters or enjoy different type of sports that involve weapons, such

Deputy Chief Michael Kilber
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Sergeant William Taylor
Operations
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Sergeant Jon Anderson
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For Emergencies
call 111 from a campus phone.

Emergency calls using 911 will be
transferred from the
Brookings Police Department
to the
UPD Communications Center.



Information Security Office

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as trap shooting. University Police offers a secure location to allow for these folks to safely store their firearms for free.

Some of our police officers also provide programming opportunities for students and faculty. These might be introductory opportunities, such as new student orientation or behavior modifying programs like our crimes of social disorder program called "13 ways not to get arrested". We also provide programming for active threat response.

The University Police Department is constantly looking to find new ways to help educate our community on safety awareness, choices and consequences so that everyone can have a successful, safe experience at South Dakota State University.

For more information about UPD and the services we provide, please visit our website at <http://www.sdstate.edu/police>
You can also email any questions or concerns you have directly to UPD at sdsu.upd@sdstate.edu

We look forward to another safe and productive school year here at SDSTATE!

Chief Tim Heaton

CYBER SECURITY

The Division of Technology and Security has once again contracted with the SANS Institute for information security training. End users have learned that effective security awareness is achieved through a comprehensive, solution-based approach, not one-off point solutions that leave critical parts of your organization vulnerable and exposed. SANS delivers a powerful combination of platforms, products, resources, support and expert content to help security awareness professionals from compliance to continuous improvement.
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The "Securing the Human" online training program will be available to all areas of campus. Training emails will be

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Contact us if you have questions!

See our website on InsideState:
<https://insidestate.sdstate.edu/technology/infotech/Units/infosec/default.aspx>

Did you know that typing the wrong url into a browser leads you to malicious websites? Can't install an app? Ask us about whitelisting it! We are here to help you stay secure!

going out next Wednesday September 20. These training videos are to educate our faculty and staff on topics such as data security, phishing emails, and other threats.

*The **Equifax** Data Breach: What to Do*

If you have a credit report, there's a good chance that you're one of the 143 million American consumers whose sensitive personal information was exposed in a data breach. Equifax, one of the "big-three" U.S. credit bureaus, announced on September 7th a data breach at the company, jeopardizing consumer Social Security numbers, birth dates, addresses and some driver's license numbers. If you are concerned, there are steps to take to help protect your information from being misused.

- Visit Equifax's website, www.equifaxsecurity2017.com to find out if your information was exposed
- Check your credit reports
- Consider placing a credit freeze on your files
- Monitor existing credit card and bank accounts closely
- File taxes early

Visit identitytheft.gov/databreach to learn more about protecting yourself after a data breach



US-CERT

UNITED STATES COMPUTER EMERGENCY READINESS TEAM

IRS Warns Tax Professionals of New Scam to Steal Passwords

[Security Tip \(ST04-014\)](#)

Avoiding Social Engineering and Phishing Attacks

The Internal Revenue Service (IRS), acting in concert with state tax agencies and the tax industry, has issued an IRS Security Summit Alert for tax professionals to beware of a new phishing email scam. Scam operators often use fraudulent e-mails to entice their targets to reveal login credentials.

Mavhu Chidaushe