



VICE CHIEF OF THE DEFENCE STAFF  
DIRECTOR GENERAL DEFENCE SECURITY

# TRAVEL SECURITY TIPS

The best way to safe travelling is to ensure that prior to and during you are:

## Prepared

**LEARN ABOUT YOUR DESTINATION** – [Submit a Notice of Intent to Travel \(NOIT\)](#) in order to receive a general travel briefing and a country specific travel briefing. Each country information page contains a **Travel Advisory, Alerts, and other important details specific to that country.**

- Pay close attention to the **entry and exit requirements, local laws and customs**
- **Locate the address + phone number** of the nearest **embassy or consulate**
- **Provide travel details to your manager and family** – dates, itinerary, destination, hotel, flight, etc
- **Carry emergency contact information**
- **Make copies of passport and credit cards** – keep a set + leave copies in safekeeping
- **Bring important documentation** – health insurance, proof of immunization, etc
- **Proper authorization for DND/CAF-issued IT devices such as smartphones and laptops must be obtained prior to travel** – They may be subject to search and seizure, including the copying of the data



## Aware

- ✔ **Avoid areas/situations that may put you at risk of scams, crime or violence** – Stick to well-lit and populated areas

## Smart

- ✘ **Do not travel outside Canada with Cannabis products** – It is an illegal substance in several countries with strict laws about possession
- ✘ **Do not draw attention to yourself** – dress to “blend in” and don’t act like a tourist



### AS A DND AND CAF MEMBER:

- ✘ **Do not advertise your identity** – as a DND employee or CAF member, you may be a target.
- ✘ **Gifts/mementos received during duty travel that have not been scanned should not enter the work environment of the employee** – Intelligence agencies frequently give malware or bug/virus infected “gifts” to unsuspecting travellers.
- ✘ **Avoid complacency** – Many DND employees and CAF members who have travelled extensively without any incidents do not think that they could be at risk or be targeted by entities within the nation they are visiting. It is particularly dangerous when you are posted to a foreign country. Over time it is natural to let your guard down and believe that “safety rules” are frivolous and should not apply to you or your family. **It is doubly important to be vigilant when posted overseas.**

## FOR MORE INFORMATION



Intranet web page  
[Travel and Contact Security Program \(TCS\)](#)

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[VCD.TravelandContactSecurity@forces.gc.ca](mailto:VCD.TravelandContactSecurity@forces.gc.ca)

Toll Free | Office  
**(866) 953-2353 | (613) 996-3222**