

Ensure Your Staff Understands Responsibilities that Come with a Security Identification Badge

- ➔ Everyone must wear their ID Badge above the waist and visible to others within SIDA
- ➔ DO NOT “PIGGYBACK”
- ➔ If someone’s ID Badge is not visible
 - ✓ You MUST challenge the person - this action is expected
 - ✓ Ask them to show you their valid ID badge
 - ✓ It’s your responsibility as a MHT Badge Holder
- ❖ If the person appears suspicious, no ID, expired ID – have someone assist – watching the person or reporting to:

Communications Center 603-628-6222