



## **Workplace Safety and Personal Safety** *Take the Friendly Challenge*

If you see someone whom you do not know in your workplace, do a friendly challenge. The easiest way to do the friendly challenge is to simply ask, “**May I help you?**” If the person is a legitimate client, you will then be able to escort them where they need to go.

If they do not belong in the building, they may offer vague excuses. In most cases, a suspicious person will leave as soon as they know they have been observed. If they do not, you may ask for identification, or go to the nearest safe phone and call 911 or your company’s security guard.