

Staying safe at ABB Customer World

Personal safety

- Hotel room protocol. Keep all valuable items and sensitive materials secured when not physically with you. Immediately upon entering your hotel room you should always secure the latch / deadbolt. Don't open the door for unexpected visitors, including hotel staff. When in doubt call the front desk to verify.
- Sensitive Information. Be aware of your environment at all times while discussing ABB internal or sensitive information and restrict these discussions to ABB controlled environments and meeting rooms. This includes phone conversations and in-person meetings.

Technology safety

It is important to protect ABB data at all times, including when you travel. Take a moment to learn more about how to work safe and smart while traveling.

- Connect in your room only to the hotel provided Wi-Fi network. Use the hotel provided instructions to connect.
- Do not trust ad-hoc, unknown, or unsecured Wi-Fi connections. Your data can be easily intercepted.
- Lock your device. Make sure you always lock your device. You can use the shortcut "Windows key + L" to instantly lock your Windows PC or laptop. This prevents anyone from accessing your data or doing anything with your logged in account. When possible secure your device with a physical locking cable.
- Use devices provided or approved by ABB. Do not trust public PCs in the hotel lobby or an unsecured private device. An ABB provided or approved device is managed by ABB. If you want to print any documents, please contact IT Support for secured printing.



- Use VPN as often as possible.
A VPN connection is a secure tunnel using our ABB connection. Whenever possible, use your VPN client. If you have problems setting it up, please contact ABB IT Support (on site at the event).
- Disable Bluetooth when not needed.
It's best to disable Bluetooth completely when not needed. Turn it on only when you want to connect a Bluetooth device. This ensures that your device is not visible to everyone.

Security support at ABB Customer World

For any issues or concerns please do not hesitate to contact:

Bruce Matthews

+1 919 208 3382

bruce.matthews@us.abb.com

IT Support at ABB Customer World

For any issues or concerns please do not hesitate to contact:

Michael Thorne

+1 (919) 272-6404

michael.thorne@us.abb.com

Matthew Irvine

+1 (919) 780-8369

matthew.irvine@us.abb.com

Elena Busato

+1 (919) 703-9273

elena.busato@it.abb.com