

## West Virginia Executive Branch Privacy Tip of the Week

Trick or Treat.....?

### Question:

I love costumes! I love candy (especially candy corn)! Okay, I love almost everything about Halloween! But I think someone just tried to “trick” me! When I walked into the lobby of my building this morning I was equipped with my security ID “badge” in hand, ready to swipe it to get access to my office. Someone in a totally cool gorilla costume came up behind me and motioned for me to let him in. He had a banana in one hand and a bucket of candy in the other hand – clearly, he couldn’t swipe his access card (if he had one) and I didn’t know what to do. I felt bad for him and wanted to let him in with me, but I remembered my training on situations such as this, so I walked him to the security desk. Did I do the right thing?

### Answer:

Yes, you absolutely did the right thing. Was this someone that you work with who was just being festive on Halloween? Maybe.....or maybe it someone trying to “tailgate” – (gain access to restricted areas of your building)? We don’t know, and for that reason you must always err on the side of caution. While it seems like good manners to hold a door open for someone (such as a gorilla with his hands full) you should always confirm that the person has a badge that would actually allow access.

We all want to be helpful and polite; however, we need to balance those good instincts with a clear understanding of the rules imposed upon us by our confidentiality agreements!