

**Office of Safety & Security**

**January 2024**

**“Teamwork is the ability to work together toward a common vision. The ability to direct individual accomplishment toward organizational objectives. It is the fuel that allows common people to attain uncommon results." - Successors**

**Reminder!!!**

**Here are some tips to prevent vehicle theft:**

* Never leave your car running unattended.
* Never leave keys/Key Fob in the car or ignition, inside a locked garage, or in hide-a-key boxes.
* Always ensure your windows are up and lock the car, when parked in front of your home or Job.
* Park in well-lit areas.
* Never leave valuables in your vehicle, especially if they are visible from outside the vehicle.

From: Executive Director Office of Safety & Security

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**Professionalism – Proactive – Punctual - Patience**