

Reporting Computer Viruses

If you suspect your computer has a virus...

1. **DO NOT** turn off the computer.
2. **DO NOT** logoff the computer.
3. Treat all information concerning the virus infection as a minimum of **CONFIDENTIAL**.
4. Place a notice over the computer monitor instructing others not to use the computer.
5. Notify the Comm Focal Point (CFP) in person or by RED/VOIP PHONE (Rm:8292/R:2345/V:570-2345). **DO NOT** use non-secure lines to report virus infections.
6. Notify your OSM (for information purposes only).
7. All virus investigations and eradications will be handled by NASIC/SC.

