



Traveling safe with UNOS Meeting Partners

If you travel for OPTN meetings, UNOS business, or industry events, here are some best practice reminders to help keep you safe.

- Always **book** through UNOS Meeting Partners on the [GetThere](#) website so we know where you are in case of emergency.
- **Share** your itinerary with family members and friends so they have a general idea of where you will be during your business trip.
- **Carry** a picture of your government-issued ID and leave one at home in case your wallet is lost or stolen. Also consider saving a picture of your ID on your phone.
- Be sure to **find** the nearest exist wherever you are (airport, plane, meeting room, guest room, restaurant, etc.) in case of emergency.
- **Survey** your surroundings. Be sure you have the address for your destination accessible in your phone for easy reference. When going out, have the address in your navigation app before you leave or ask hotel staff, police or traffic officers for directions. **Avoid** asking strangers for help.
- If you are using a ride share service, always **ask** the driver who they are picking up, and if they don't provide your name do not get in the vehicle. **Confirm** the license plate number. Sit in the back seat. **Share** your location and trip status with family and friends.
- Make sure the hotel front desk staff **does not announce** your room number when checking in. **Check** that all guestroom locks (deadbolt and security chain) work properly. **Do not allow** anyone claiming to be with hotel staff to come into your room. If anyone claiming to be with hotel staff shows up to your room unannounced, **report** it to the front desk.
- **Ensure** that you aren't wearing your name badge once you have left the meeting room.
- Always **travel** in groups/pairs when going out for the evening.
- Always **use** the VPN. When you use public Wi-Fi, hackers who are looking to steal valuable information can access your data, including credit cards and social security numbers.

Safe travels!

UNOS Meeting Partners

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About UNOS Meeting Partners

UNOS Meeting Partners manages the booking of travel arrangements and overnight accommodations for all UNOS staff and OPTN members. Our hope is that this best practices information will assist you with being safe while on the road fulfilling your role in the lifesaving transplantation story.