

My iPad is Lost or Stolen. What do I do?

(Within **four hours do the following)**

- 1. Call Supervisor and explain situation.** (If you spoke directly with your supervisor, you are done.)
- 2. If No Answer,** leave message and **call** the **Great Lakes Regional Office** at **800-453-7501**. Speak to **CAPI Coordinator (Currently Mike Laird)** or one of the **Deputy Directors: Ty Kalaus or Kif Hurlbut**. (If you spoke directly with a person, you are done.)
- 3. If No Answer,** leave a message and **call** **NASS Security** at **202-720-4068**.

Make sure to leave: Name, phone #, NASDA enumerator from Great Lakes Region, iPad #, Serial # and what happened.