Wells Survival Project: Waiting Period Survival Checklist

1. Stay Physically Present

- Badge in and be visible at your desk or workstation.

- Do not wander excessively.

2. Do Not Dial In

- Do not attempt to join meetings via phone or personal device.

3. Do Not Over-Communicate

- You've sent the perfect 'standing by' notes.

- Wait for others to reach out.

4. Say Only These Things If Approached

- "I'm available and standing by for any next steps."

- "I've fully cooperated and reported everything I know."

- "I'll proceed as soon as my access is restored."

5. Stay Calm

- You are not under disciplinary action.

6. Do Light Offline Work

- Take notes, prepare outlines, draft ideas on paper.

7. Do NOT Attempt Network Access

- Do not attempt VPN, WiFi, or USB connections.

- Leave the work laptop powered off and disconnected.

8. Clock Out Normally

- Work normal hours; leave calmly and quietly.

9. Document Privately

- Keep private notes on your attempts and presence (date, time, calls made).

10. Do Not Retroactively Report Incident

- You responded honestly and cooperated fully when contacted.

- Do not attempt to "re-report" it now.

11. If Asked About Delay in Reporting

- Say: "At the time I didn't realize it was reportable. As soon as I was contacted I cooperated fully and provided all information."

12. Desk Photo Evidence Provided

- You offered photo context voluntarily to Security showing how the accidental device connection happened.

- This shows full cooperation and mitigates any perceived intent.