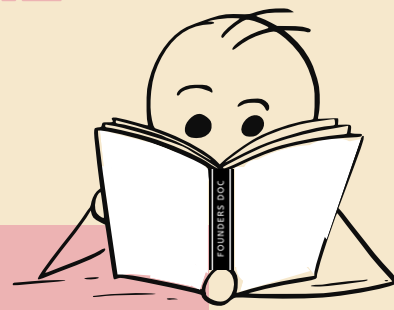
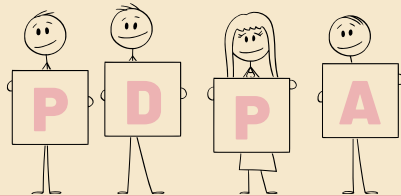
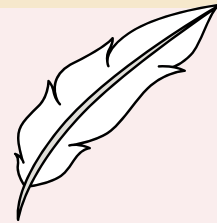


VIOLATION OF THE



7 QUICK TIPS



Dearest Gentle Reader,

As the social season draws near, I come with important tidings.



In a recent case, the Personal Data Protection Commission (PDPC) found a fashion retailer liable for **failing to protect personal data** in their possession/control.

As a general guide, organisations should make reasonable security arrangements according to:

- (i) the size of organisation;
- (ii) the amount and type of data collected;
- (iii) who has access to the data; and
- (iv) the possible harm that might result from leak of such data.

This author finds herself compelled to impart some tips to you, my reader:



CHANGE PASSWORDS FREQUENTLY, AT LEAST ONCE A YEAR!



ADOPT A ONE-TIME PASSWORD ("OTP") OR 2-FACTOR OR MULTI-FACTOR AUTHENTICATION FOR ALL ADMINISTRATOR ACCOUNTS



IMPLEMENT CAPTCHA ON YOUR WEBSITE TO DETER CYBER ATTACKS



INCLUDE CONFIDENTIALITY OBLIGATIONS IN EMPLOYMENT AGREEMENTS



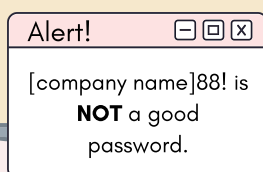
ENSURE THAT ONLY THE NECESSARY PERSONAL DATA IS COLLECTED



WHEN FACED WITH A DATA BREACH, IMMEDIATELY NOTIFY AFFECTED CUSTOMERS AND ALL STAKEHOLDERS, AND RESET ALL PASSWORDS



CHOOSE STRONG PASSWORDS FOR ALL ADMINISTRATIVE ACCOUNTS



At least 12 characters with uppercase letters, lowercase letters, numbers, symbols; and refrain from using easily-guessable passwords

Love,

Founders Doc

