## Cybersecurity Awareness - Policy Clarification (Question)

## **Topic: Cybersecurity Awareness (Version: v1.0)**

### 1. Question

What is the correct process to report a suspected phishing email received from an internal GreenTree address?

---

2. Context

During the Cybersecurity Awareness training, we learned how to identify phishing emails. However, the training did not clearly mention what to do if the suspicious email appears to come from a GreenTree domain.

Clarity on this process will help employees avoid false reporting or inaction and ensure potential threats are addressed swiftly.

---

3. Proposed Understanding

I assume the correct procedure might involve flagging the message in Outlook and forwarding it to the IT security team, but I’d like confirmation.

---

4. Related Documents:

* Cybersecurity Awareness - Slides (Training).pptx
* GreenTree Cybersecurity Policy (v2.0)

---

5. Submitted By:

Ansh Upadhyay

Data Analysis and LLM Intern

Date: 2025/06/30