

Team-9a

Inject: LEGP10T

Guideline for Users to Develop Secure Passwords.

To Management team.

From IT department

In order to ensure the protections of our user's accounts and sensitive information, you must adhere to these password security guidelines:

1. Length must be of a minimum of 12 characters
2. Complexity: Use at least two uppercase characters and two special characters
3. Avoid using common words or phrases
4. Passwords must be updated every 3 months.
5. Passwords cannot be reused
6. Passwords have to have at least six characters changed from the previous password.

By following these guidelines, our users can ensure the protection of their online accounts and various sensitive information. We appreciate your cooperation in helping to maintain the security of our systems and user data.

This Policy is Effective immediately.

Best regards,

IT security group.