

Effective from 1 May 2025, all government departments and units are required to fully comply with the updated Secure Data Handling Procedures (SDHP), which have been issued with the purpose of establishing clear, consistent, and comprehensive security standards for the storage, sharing, and processing of official government information. These procedures provide detailed instructions regarding the minimum security measures that must be applied, particularly with respect to information classified as Restricted or Sensitive, to ensure the confidentiality, integrity, and availability of official records.

Departments are expected to ensure that all digital records are stored exclusively on systems that have been officially approved and maintained in accordance with government security protocols. Any transfer or sharing of information between different departments, units, or authorized external parties must be conducted using fully encrypted channels, and access control measures must be implemented to prevent unauthorized viewing, modification, or dissemination of information.

To ensure continued adherence to these updated procedures, quarterly audits will be conducted by the designated oversight authorities. Departments are required to maintain comprehensive documentation of all measures taken to comply with the SDHP and to address promptly any non-compliance identified during audits. Staff members responsible for handling classified or sensitive information must familiarize themselves thoroughly with the updated procedures, ensure that their teams are adequately trained, and implement all required security measures consistently. Strict adherence to these procedures is essential to safeguarding government data and maintaining public trust in the handling of sensitive information.