

THE STATE TRADING CORPORATION OF INDIA LTD.: NEW DELHI

MANAGEMENT SERVICES DIVISION

File No.: STC/MSD/CP/01076/2021

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Sub.: Precautions to be taken to prevent cyber threats

It is observed that cyber threat is continuously on the rise than ever before. The hackers/attackers are regularly devising new ways of cheating/defrauding individuals as well as businesses. Some such methods used by these hackers/attackers to pose cyber threats include malware (virus, spyware, ransom ware etc.), phishing, etc. Through these methods, vital information of the individuals/businesses is stolen and misused. Thus, it is of paramount importance to prevent such threats/attacks for the safety and security of one's own vital data/information as well as of the organisation one works with.

Therefore, with a view to ensuring the safety and security of important official data, it is advised:

1. To update/change the passwords at frequent intervals.
2. To regularly update the computer systems using 'Windows Update'/ 'Update & Security' feature available in Control Panel.
3. To update Windows Defender and/or Antivirus Software installed in the Computer.
4. To refrain from opening/clicking on any unknown URLs/links received from unknown senders via e-mail etc.
5. To exercise extra precaution while opening emails, downloading attachments, browsing through websites etc.
6. To abstain from providing remote access to unknown users.
7. To always scan the pen drives, external hard disks etc. to identify and cure possible virus threats before opening any files stored therein.

All employees of the Corporation are requested to take note of the above for strict compliance.

This issues with the approval of the Competent Authority.


(Brijesh Prasad)
JGM

To : All Employees of STC

CC : All Directors

CMD (AC)