

Advisory on Electronic Data Transmission

Nov. 6, 2019

In compliance with the National Privacy Commission (NPC) Circular 16-01, may we remind you of the following:

Transmission of personal data by email and/or portable media (e.g. USB drives, CD-ROMs, DVDs):

This must be implemented by compressing the file(s) with a strong password. Said password must be sent in a separate email. Compression tools such as 7-Zip for Windows, iZip for Mac, and Zip for Linux can be used.

For instructions on how to compress files (with a strong password), please visit:

https://privacy.up.edu.ph/Encrypting_Files_prior_to_sharing.html

For your information and guidance.