

Dear Team,

This is a friendly reminder to ensure that all mobile devices used for work purposes adhere to our security protocols. Please review the following guidelines:

- Always use strong, unique passwords for device access.
- Enable biometric authentication where available.
- Keep your operating system and applications updated.
- Install and regularly update antivirus software.
- Avoid connecting to public Wi-Fi networks without a VPN.
- Be cautious when downloading apps; only use trusted sources.
- Report lost or stolen devices immediately to IT.

For any questions or assistance regarding mobile device security, please reach out to the IT department.

Thank you for your cooperation.

Sincerely,
[Your Name]
[Your Position]