

# **Important Notice: Phishing Campaign Awareness**

Dear Team,

We would like to bring to your attention the rise in phishing campaigns targeting our organization. Phishing is a type of cyber attack where attackers attempt to trick you into providing sensitive information, such as usernames, passwords, or financial information, by pretending to be a trustworthy entity.

## **Recognizing Phishing Attempts**

- Be cautious of emails with generic greetings such as "Dear Customer."
- Check for suspicious email addresses that may look similar to legitimate ones.
- Watch for urgent language encouraging immediate action, such as "Your account will be suspended."
- Hover over links to see the actual URL before clicking.

## **What to Do if You Encounter Phishing**

1. Do not click on any links or open attachments.
2. Report the email to our IT department immediately.
3. Delete the email from your inbox.

Your awareness and caution can help protect our organization from these threats. If you have any questions or need further assistance, please do not hesitate to reach out.

Thank you for your attention to this important matter.

Sincerely,  
Your IT Security Team