

Cybersecurity Policy Rollout Advisory

Date: [Insert Date]

To: All Employees

From: [Your Name]

Subject: Announcement of New Cybersecurity Policy

Dear Team,

We are pleased to announce the rollout of our new Cybersecurity Policy effective [Insert Effective Date]. This policy is designed to enhance the security of our digital assets and ensure the protection of sensitive information.

Key highlights of the Cybersecurity Policy:

- Mandatory cybersecurity training for all employees.
- Guidelines for password management and data encryption.
- Protocol for reporting cybersecurity incidents.
- Regular audits and updates to the policy.

Please take the time to read and understand the new policy, which can be found in the company's internal portal. Training sessions will be scheduled to provide further clarity and answer any questions you may have.

Your cooperation is essential in ensuring the effectiveness of our cybersecurity measures.

Thank you for your attention to this important matter.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]