

Core brief

Thursday, 20 December 2018

Introduction

This issue of Core Brief updates staff on the email usage policy and reminds staff to remain vigilant.

Update to email usage policy

We have confirmed with Glasgow City HSCP that there is a secure email route appropriate for sending Red and Amber data between GGC email and the following email domains:

- All *glasgow.gov.uk
- Cbglasgow.co.uk
- Citybuilding.co.uk
- Citymarketsglasgow.co.uk
- Cityparkingglasgow.co.uk
- Cityproperty.glasgow.co.uk
- Clydegateway.com
- Cordia.co.uk
- Cucity.co.uk
- Encorehospitalityservices.co.uk
- GRA.co.uk
- Rsbi.co.uk

As further secure routes are defined, Section 7 of the [Email Usage Policy](#) will be updated.

Staff are reminded to remain vigilant at all times

It is the responsibility of us all to take security seriously.

Not just during the festive period but throughout the year staff should remain vigilant for anyone or anything that looks out of place or suspicious and report it to a member of staff, security or police.

Staff are also reminded that wearing your official ID badge at all times is essential. Many staff wear the yellow "Hello my name is" badges... this is not a security ID badge and you are still required to wear the official photo ID identity card.