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Memorandum Circular No. 174
Series of 2024

**TO: All VSU Personnel
All Students**

**RE: Approval Requirement for Dissemination of Documents, Files, and Other
Materials**

**FROM: 
DR. PROSE IVY G. YEPES
University President**

DATE: August 8, 2024

In response to recent hacking incidents on social media platforms, it is essential for all to exercise caution and adhere to the following guidelines to protect personal information and university data as recommended by our Compliance Officer for Privacy and Data Protection Officer:

1. Do not click on links from unfamiliar accounts or sources. Attackers often use social engineering techniques, impersonating popular products and celebrities to promote fake raffles and obtain login credentials, contact information, and other personal details.
2. Only download and use mobile applications from reputable sources. Avoid using cracked software and online loan applications that may compromise your personal data.
3. Be cautious of SMS messages from unfamiliar numbers. These messages can be used to phish for personal information or spread malware.

By following these guidelines, you can help protect yourself and the university from cyber threats. We appreciate your attention to this matter and your cooperation in maintaining a secure digital environment.

For your information and usual support.

cc: Compliance Officer for Privacy
Data Protection Officer
VPAF