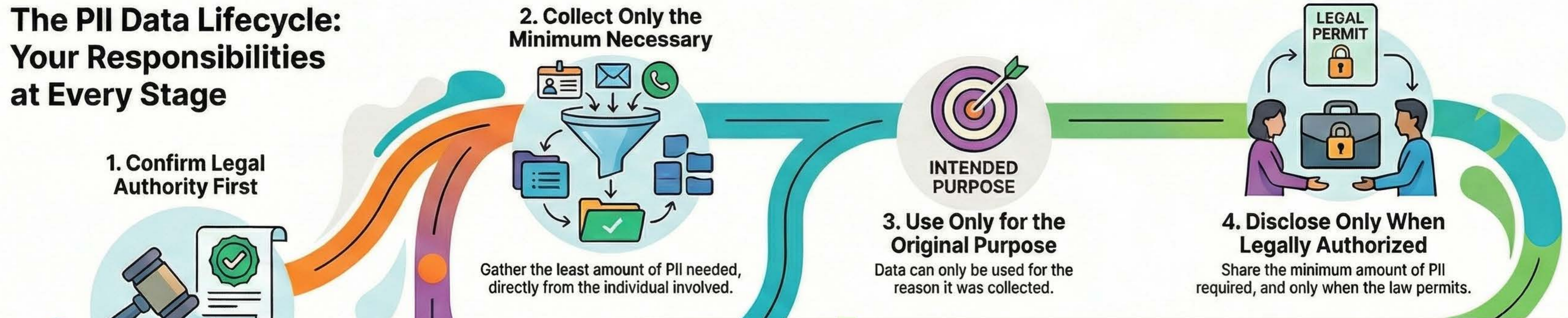


# Handle with Care: Your Guide to Protecting Personal Information

A quick-reference guide for employees on the essential rules for handling personal information (PII) legally and securely at every stage.

## The PII Data Lifecycle: Your Responsibilities at Every Stage



## Protection & Prevention in Your Daily Work

