



केन्द्रीय भण्डारण निगम
(भारत सरकार का उपक्रम)
CENTRAL WAREHOUSING CORPORATION
(A Govt. of India Undertaking)



जन-जन के लिए भण्डारण/Warehousing for Everyone

No. CWC CO-MIS/161/2020-MIS

Date: 13.05.2021

CIRCULAR

Sub.: - Implementation of Data Leak Prevention (DLP) system ...reg.

Ref.: - Point no. (6) of Circular No. CWC CO-MIS/81/2021-MIS Dated 2nd May'2021 vide which SoP for Work from Home (WfH) was issued.

1. Apropos, Corporation is in process of implementation of DLP, wherein a software shall be installed in the laptops/ PCs being used by officials and outsourced manpower. In Phase-I, Corporation is aiming to install the DLP in the laptops issued to the officials. **This also includes the laptops issued to the Group-A officials under the policy for issuance of laptops to Group-A officers** till the remaining value of the laptop is not submitted by the concerned official.
2. Laptop/ PC issued is the asset of Corporation and should be **used for the official purpose only**. Accordingly, the DLP shall **be leveraged to monitor the usage of the laptop/desktop and any unofficial usage & presence of unofficial data shall be discontinued from 15th Aug 2021**.
3. HoDs in CO and RMs are requested to sensitize the officials working under them on above subject and assist MIS Division & Sr. Technical Service Engineers posted at ROs, for installation of the DLP, by providing remote access of laptops/desktops.

GGM (System & Personnel)

Distribution to, for compliance please: -

1. All HoDs, CO, CWC.
2. All Regional Managers, CWC.

Copy to, for information please :-

1. PS to MD, PS to DIR (P), PS to DIR (MCP), PS to CVO, CO, CWC.
2. Guard File