



## Security

### **Our top 10 security tips for utilising our financial services online;**

- Make sure your computer and your web-enabled phone are protected with up-to-date Internet security software.
- Never log into your e-money account via a link in an email – always access it by typing the address into your browser or using a trusted link from your bookmarks.
- Don't use PINs or passwords that are easy for someone to guess – strong passwords contain a mix of letters (upper and lower case), numbers and symbols.
- Don't tell anyone your security details and never write them down in a way that might be recognised by someone else.
- Change your password immediately if you suspect anyone else may have gained access to it.
- Remember that banks and other legitimate organisations will never ask for your PIN, password, Access Code or full security details when contacting you.
- Never divulge PIN codes or Access Codes to a caller or in response to an email or text.
- Be wary of opening attachments in emails that you're not expecting or are unsure about. If in doubt, delete the email.
- Ensure Mardica Ltd has up-to-date mobile/telephone contact numbers for you so they can speak to you if they spot unusual or suspicious activity on your account.
- Remember, Mardica Ltd will never call you and ask you to transfer funds to another account