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File Sharing and File Transfer Policy

Sharing company files via any platform other than secure FTP is a major security and intellectual property risk. Employees need to understand that they cannot use Peer-to-Peer file sharing software on company-owned devices or any hardware that connects to the company network.

Use this template from [Toolkit Cafe](#) to take stock of the existing data inventory.

Included in this zip file are:

- File Sharing and File Transfer Policy.doc
- Intro Doc.pdf
- Terms and Conditions.pdf