y@mtss4A

Yesterday all my troubles seemed so far away

We are improving the quality of staff passwords right across Norfolk County Council. Below are the guidelines you should follow to ensure that your password is strong enough to protect the sensitive data you have access to as part of your work.

To make a strong, memorable password, just use the initials of a memorable phrase

Your password

- Must have at least one character from each of the character sets A-Z, a-z and 0-9.

- When passwords are changed, you may not use any of the last four passwords you have previously set

- Passwords must not contain sequential alpha numeric sequences with a run of three or greater (e.g. ABC or 123)

- Passwords must not contain identical alpha numeric sequences with a run of three or greater (e.g. AAA)

- Passwords must not contain any phrase derived from the word password or similar.

- Passwords must not contain your username.

- Passwords must not contain your first name.

- Passwords must not contain your surname.

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@ your service

Always lock your computer when it is unattended