

## The ten golden rules of security

**The theft and abuse of debit and credit card data has increased constantly in recent years. In order to protect yourself effectively from loss, SIX Payment Services recommends you observe the following security rules rigorously, as advised by the leading card companies:**

1. Draft and manage company guidelines governing the issue of information security.
2. Protect the electronic access to your company with a firewall.
3. Install anti-virus software and update it regularly.
4. Save card data only in cases where it cannot be avoided.
5. If you nevertheless have to save it, ensure the card data is saved in encrypted form.
6. Never save sensitive authentication data (CVV, CVC2, CID, Track 2, PIN etc.) in a database or in other applications.
7. Delete card data that is no longer needed on an ongoing basis.
8. Transmit card data exclusively using proven encryption methods (e.g. TLS 1.2).
9. Assign each person who has access to the computer their own personal ID code and restrict the number of people who have access to sensitive data.
10. Prepare an emergency plan in case a theft of card data occurs.



Your personal contact: [www.six-payment-services.com/contact](http://www.six-payment-services.com/contact)

**SIX Payment Services Ltd**  
Hardturmstrasse 201  
8005 Zurich  
Switzerland

**SIX Payment Services (Europe) S.A.**  
10, rue Gabriel Lippmann  
5365 Munsbach  
Luxembourg

