



# NORTH LOS ANGELES COUNTY

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## REGIONAL CENTER

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July 25, 2012

**Re: Email Encryption**

Effective September 1, 2012, North Los Angeles County Regional Center (NLACRC) will begin to encrypt email that is sent from NLACRC to outside parties to protect confidential, sensitive, and/or personal information regarding our consumers or service providers.

NLACRC will be utilizing an easy-to-use, convenient email encryption system provided by Microsoft that will allow NLACRC to send confidential communications to you in a secure manner. Further, it will allow you to reply to encrypted emails from NLACRC using the same email encryption system. Enclosed, please find information on how to open an email from NLACRC that has been encrypted using Microsoft's email encryption system.

If you have any questions about this information, please contact your service coordinator.