

Dear Valued Subscriber,

### **Change to Password Requirements effective 25<sup>th</sup> July 2020**

In an ongoing effort to enhance better security and compliance, we will be pushing an update to the Password Policy for your accounts.

All Users must maintain a password that meets the following minimum requirements:

- Password minimum length is changed from 8 characters to 12 characters, max length is 24 characters
- Password complexity is highly recommended to have passwords with all 4 character sets as below (minimum requirement is 3 out of 4 character sets):
  - At least one uppercase alphabetic character (A-Z)
  - At least one lowercase alphabetic character (a-z)
  - At least one numeric (0-9)
  - Special character (such as !@#\$%^&\*) is optional

Upon login and if password is expired, user will be redirected to Change Password Page.

**Change Password**

*Password has expired*

Please fill in the details and submit.

User ID: anaadm

Old password:

New password:

Confirm new password:

*Note: Password is case sensitive and must be between 12 and 24 characters, containing at least one uppercase, one lowercase and one numeric.*

If the new password does not meet the minimum requirements, user will be redirected to the below error message.

**Change Password**

*The password should be between 12 and 24 characters, containing at least one uppercase, one lowercase and one numeric.*

Please fill in the details and submit.

User ID: anaadm

Old password:

New password:

Confirm new password:

*Note: Password is case sensitive and must be between 12 and 24 characters, containing at least one uppercase, one lowercase and one numeric.*

Please remember that passwords cannot be reused for at least 6 password cycles. The system keeps track of your previous six passwords and prevents you from reusing them. Passwords will automatically expire every 90 days and must be changed.

For enquiries, please email us at [helpdesk@crimsonlogic.com.sg](mailto:helpdesk@crimsonlogic.com.sg) or call us at 68877888. We are happy to assist you.

Sincerely,  
InteReq Team