GRLF Data Submission Protocol

File Security Requirements:

1. **Encryption:** Open your CSV in Excel. Go to **File > Info > Protect Workbook > Encrypt with Password**. Use a 12-character minimum password.
2. **Transmission:** Upload the encrypted file via the [Data Gateway].
3. **Credential Release:** Do **NOT** include the password in the upload notes. Please provide the password via the following pre-established channel: SMS to +1 (304)-278-4876.