

## Security Standards for Electronic Meetings

On 12<sup>th</sup> May 2020, the Ministry of Digital Economy and Society (“**MDES**”) issued its Notification Re: Standards for Maintaining Security of Meetings Via Electronic Means B.E. 2563 (A.D. 2020). The notification came to force on 27<sup>th</sup> May 2020. It sets out the security standards for e-meetings required under the Emergency Decree on Electronic Meetings B.E. 2563 (A.D. 2020). The key standards are summarized as follows.

1. Each e-meeting must be conducted under the e-meeting control system of the entity that conducts the e-meeting or the e-meeting control system of a service provider.
2. Each e-meeting must consists of at least:
  - (1) a process to identify each attendee before the meeting begins by using information and/or telecommunications technology;
  - (2) an interactive audio or video communication with sufficient channels and devices that facilitate clear and continuous transmissions;
  - (3) the accessibility to the meeting documents by the attendees before and after the meeting;
  - (4) the open and secret voting methods that can identify the number of votes and the total voting scores;
  - (5) the retention of the information and evidence of the meeting and the electronic traffic data of all the attendees; and
  - (6) the notification of the disruption that occurred during the meeting.
3. The person in charge of conducting the e-meeting must retain all the information about the meeting or obtain it from the service provider within seven days from the meeting date and, if the meeting is a confidential meeting, set up security measures to prevent an unauthorized access to the confidential information and the meeting documents by any unauthorized person.
4. The government offices must use a local control system for conducting confidential e-meetings and must not keep information of confidential meetings outside Thailand.
5. The information security measures on the confidentiality, integrity, availability, authenticity, accountability, non-repudiation and reliability of each e-meeting must be maintained and the personal data of all parties concerned must be protected under the personal data protection law.
6. The Electronic Transactions Development Agency (“**ETDA**”) is empowered to issue

information security standards required for e-meeting control systems and to assess and certify that each e-meeting control system has met the e-meeting security standards of the MDES.



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