Sending secure email: instructions for clients

If you want to send confidential or sensitive documents to the Ministry of Justice or agencies in its administrative branch, it is advisable to do it by using the Ministry's secure email system (https://turvaviesti.om.fi). The service is easy and safe to use and free of charge.

If you want to send a secure email message to an official address of the Ministry or one of its agencies, insert the necessary identification information to the subject, content and attachments of your message so that it can be directed to the right person and that the subject area and sender of the message are known.

These instructions explain how to send a secure email message to the Ministry of Justice and its agencies.

1. Go to address https://turvaviesti.om.fi/. Write your email address in the From box and click on Continue:
2. If you have not used the secure email service in the last 30 days, you need to register in the service.
   Click on **Register**:

3. The service informs you of successful registration. An automatic reply will be sent to your email address including a **link** for sending a message. Go to your **email**:

4. Open the message received from the secure email service. You can send your message through the link at the bottom of the page. Click on the **link** (the image shows a Gmail screen view):
5. Add the **email addresses of the recipient(s)**. Write down the **subject** and **content** of the message and, if needed, add **attachments** to it. Click on **Send**. The maximum size of an attachment is 400 MB. You can also send zipped attachments.

**PLEASE NOTE!** You may improve the security of an email message by using SMS verification.

By using the verification, you can ensure that your message is not accidentally sent to a wrong recipient for example due to a typing error. When you use SMS verification, the recipient will receive a text message including a PIN code that is required to open the secure email message.

If you wish to use SMS verification, write `recipient’s phone number.sec` (without spaces) at the end of the recipient’s email address (for example, `john.smith@om.fi.0501234567.sec`)
6. You will then receive a confirmation email saying that your message has been sent successfully:
Hei

Tässä pyytämäsi salassa pidettävä PowerPoint-esitys torstain tilaisuutta varten. Nahdaan amulla.

Ystävällisin terveisin.

Attachments Torstaisominen (salassa pidettävä).pptx [29.7 KB]

Message and attachments (zip) Save