

Why Not Using a Secure Shredding Supplier Could Cost Your Organisation Its Reputation



Making sure
it's secure.™

Think you're saving money and keeping your confidential information safe by shredding your own documents? You may be shocked to find out how much you're risking – and what it could actually cost you. And if you're simply recycling them, that's even less secure. Here's why:

You're greatly increasing your risk of a security breach.

Not having a secure document disposal solution in place is extremely risky. It could cost you not only your customers and associated revenue, but also your good business reputation. Check out these facts:

- ✗ The average organisational cost of a data breach to UK businesses is over £2.2 million.¹
- ✗ A 2014 government survey showed that 81% of large and 60% of small businesses had a security breach in the last year.²
- ✗ 10% of organisations that suffered a breach in the last year were so badly damaged by the attack that they had to change the nature of their business.³
- ✗ Past surveys have shown that on average it takes 11.8 months to restore an organisation's reputation following a data breach.⁴

In-house shredders aren't secure – or productive.

It's not just the equipment you may be using. Think of everything else that shredding your own documents involves:

- ✗ Strip shredding isn't secure because those documents can be pieced back together.
- ✗ Using your own employees to do your shredding is time-consuming and equals lost productivity for your core business operations.
- ✗ You're leaving it up to your employees to decide what is – and isn't – confidential information.
- ✗ Surprisingly, 40% of security breaches experienced by UK businesses are caused by simple human error.⁵

Recycling your confidential documents is even riskier.

If you recycle your confidential information, or simply throw documents away with the general waste, you're making a very risky choice. Consider that:

- ✗ Entire documents full of private information are leaving your premises.
- ✗ The content in your documents or electronic media is completely visible or accessible for anyone to handle and steal.
- ✗ In fact, a survey has shown that malicious attacks are behind 37% of information security breaches suffered by UK businesses.⁶



Sources

- 1 Ponemon Institute LLC/IBM, 2014 Cost of a Data Breach UK
- 2 PWC, Department for Business Administration & Skills, 2014 Information Security Breaches Survey
- 3 PWC, Department for Business Administration & Skills, 2014 Information Security Breaches Survey
- 4 Ponemon Institute LLC/Experian 2011, Reputation Impact of a Data Breach
- 5 Ponemon Institute LLC/IBM, 2014 Cost of a Data Breach UK
- 6 Ponemon Institute LLC/IBM, 2014 Cost of a Data Breach UK

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us at shredit.co.uk**



ISO Certified

Shred-it Limited has been assessed and certified as meeting the requirements of ISO 9001:2008, ISO 14001:2004 and BS EN15713.

Make Shred-it Your Chosen Partner for Secure Information Destruction



Making sure it's secure.™

Chose an information security expert for all your information destruction needs. Shred-it has over 25 years' experience in confidential shredding and is now the world's largest secure information destruction company. We operate in 170 markets in 18 countries and service over 300,000 customers worldwide – including over 20,000 in the UK. More reasons to trust Shred-it as your secure information destruction partner.

We are *the* information destruction experts.

Protecting your confidential information is our top priority – because secure destruction is all we do.

- ✓ Why would you trust your company's reputation with any process that leaves you vulnerable to information security breaches?
- ✓ Our proprietary technology and procedures exceed industry standards.
- ✓ Shred-it employees are highly trained security experts.

Save administrative time and boost your productivity.

By working with just one knowledgeable service provider for information destruction, your organisation can:

- ✓ Simplify and streamline your shredding and electronic media destruction services.
- ✓ Eliminate equipment and storage space needed for shredding documents.
- ✓ Take advantage of planning guidance from our security experts.
- ✓ Choose from one-off, regular or customised service.
- ✓ Sign one agreement for your entire organisation.
- ✓ Enjoy convenient, consolidated invoicing that itemises all charges.
- ✓ Save employee time for more productive tasks and your core business.

Our secure shredding solution provides you with peace of mind.

We use a consistent approach to information destruction across all locations, through our secure, step-by-step process:

- ✓ Shred-it consoles are constructed so that documents can't be removed after they're deposited.
- ✓ Your Shred-it security-trained expert arrives on a pre-agreed schedule for regular service visits.
- ✓ We destroy your documents at a secure location or on site at your premises, depending on your requirements.
- ✓ You receive a Certificate of Destruction for each service, your auditable proof that your documents have been securely destroyed.



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