## Working from home?

GDPR has had a significant impact on the ways in which businesses are required to handle personal data. Therefore, as working from home becomes increasingly commonplace, businesses must be careful that they're not placing themselves at a greater risk of a data breach.

If employees are working from home, to mitigate the risk businesses should have a clear set of remote working guidelines in place, limit access to confidential data and ensure employees who work off-site return any paper documents or confidential information to the office, for secure storage or secure destruction.



## Reduce the risk of remote working with Shred-it\*

We can provide white sacks that can be given to off-site employees and remote workers to store all confidential information when no longer needed. They can then simply seal these sacks and return them when they're next in the office.

You can then call us to arrange collection to securely destroy any confidential information, giving your business peace of mind and reducing the risks of a data breach.



## For peace of mind, contact Shred-it<sup>®</sup> today 0800 197 1164 | shredit.co.uk



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