



## Why should you adopt a 'Shred Everything' policy?

**Did you know, the majority of data breaches are caused by the mishandling of paperwork?**

After studying data security incidents across three highly regulated industries, the International Association of Privacy Professionals discovered that mishandled paperwork accounted for up to 73% of incident cases.<sup>1</sup> In another study, it was found that 88% of UK data breaches reported to the ICO in the last two years were caused by human error.<sup>2</sup> With so many paper related incidents, and such high risks of human error, it's time to rethink data disposal strategies.

The combination of these risk factors could have serious implications for any business. Privacy breaches can lead to bad press, reputational damage, loss of customer trust, loss of business, prosecution and large financial penalties.

By implementing a Shred Everything policy for every item of paperwork you no longer need, you can keep data safe and save time in the process.

### Reasons to Shred Everything

- Shredding all unwanted documents reduces the risk of data breaches caused by human error. Employees will no longer need to worry about whether information is confidential or not, or risk misjudgement.
- Shredding everything that's no longer needed simplifies the document disposal strategy for the whole company.
- It's environmentally friendly. We're a CarbonNeutral® certified company, and 100% of the paper we shred on your behalf will be recycled at UK paper mills.
- Shredding everything will help your company stay on top of document disposal obligations in line with GDPR compliance.



<sup>1</sup> - IAPP Privacy Advisor series of reports on privacy program metrics and benchmarking for incident response management found [here](#).

<sup>2</sup> - Verdict's 2018 report on UK data breaches found [here](#).