

3 Reasons to Implement a Spring Shred

More and more organisations have started inviting their employees back to the office – either full time or through a more flexible arrangement. However, many employees have not returned to the office throughout the entirety of the pandemic, which means an office and desk decluttering is likely to be required. With spring just around the corner, there's never been a better time!

THE TOP BENEFITS OF A SPRING SHRED IN THE WORKPLACE:



1 INCREASE PRODUCTIVITY

Overflowing cabinets or messy meeting rooms not only pose a risk to your data and confidential information but also can damage productivity within the workplace. If your employees are starting to return to the office, a clean and decluttered space means they can focus on the task at hand without document distractions.



2 REDUCE THE RISK OF A DATA BREACH

Decluttering an office also has advantages from a compliance perspective. Identifying, filing, or securely disposing of documents that are no longer needed in line with compliance regulations can help your business reduce the risks of a potential data breach.



3 EMPLOYEE POLICY REMINDER

As employees make the transition back to the office, they may be returning to cluttered desks that haven't been sorted since March 2020. It's good practice to remind employees of company policies such as a [document management](#) or [clean desk policy](#). A Spring Shred will reinforce the importance of properly and securely disposing of unwanted and expired documents.

CONTINUE TO PROTECT YOUR BUSINESS AND KEEP YOUR COMPANY'S CONFIDENTIAL INFORMATION PRIVATE AND SECURE, NO MATTER WHERE YOUR EMPLOYEES ARE BASED.

To learn more about best practices for information security visit shred-it.ae or call 04-340-3588.