

# Why Shred Confidential Documents?



*The arrival of the information age has resulted in an unprecedented explosion of confidential information. While this information is essential to your day-to-day operations, it can have devastating impacts if it falls into the wrong hands. This tip sheet summarizes the main reasons why your organization should shred confidential documents before disposal.*

## COMPLY WITH THE LAW

The Gramm-Leach-Bliley Act (financial information), HIPAA (medical information), and FACTA (consumer information) mandate proper destruction of discarded information. Sending discarded confidential information to a landfill or recycling center without destroying it is illegal.

## SAFEGUARD YOUR REPUTATION

The Supreme Court has ruled once you put a document in the trash, you forfeit your ownership of that document. Your trash dumpster is a primary target for anyone looking for compromising information about your organization.

## DEFEND YOUR BUSINESS FROM CORPORATE ESPIONAGE

According to the FBI, the theft of trade secrets costs the US economy \$250 billion per year. In addition, 75 percent of economic espionage cases involve company insiders and reported instances have increased 300% since November of 2002.

## PROTECT YOUR CLIENTS & EMPLOYEES FROM IDENTITY THEFT

According to the National Association for Information Destruction (NAID), identity theft is the fastest growing crime in the US. Over 9.9 million people were impacted in 2002, costing businesses and individuals over \$53 billion.

## SHIELD YOUR TRADE INFORMATION RIGHTS

There are laws in place to protect your trade information rights. However, the courts will not enforce your legal protections if you improperly dispose your trade information.



Contact us today for help solving your confidential information destruction issues.

**1.877.KODIAK.7** (1.877.563.4257)  
**www.KodiakShredding.com**