



Table of Contents

Table Description

21	Q8. How regularly do you train your staff on your organization's/organisation's information-security procedures or policies?
27	Q13C. If your organization/organisation suffered a data breach, what was the cause?
33	3x_1. How often do you engage in the following activities? - Take notes at work in a paper notebook
34	3x_3. How often do you engage in the following activities? - Leave work documents or notebooks on my desk after I leave work for the day
35	Q2c. Does your organization/organisation have a known and understood policy for storing and disposing of confidential information when employees work off-site/away from the office?
36	Q4F_1. [Company mobile phone] Have your employees ever lost or had any of the following items stolen while working off-site?
38	Q4F_3. [Company laptop/ device (e.g. tablet)] Have your employees ever lost or had any of the following items stolen while working off-site?
40	Q4F_5. [Electronic storage device (e.g. USBs)] Have your employees ever lost or had any of the following items stolen while working off-site?
41	Q4F_6. [Paper documents containing sensitive company information] Have your employees ever lost or had any of the following items stolen while working off-site?
43	Q4G. If your employees have ever lost or had company property containing sensitive information stolen (such as mobile phones, laptops, USBs, tablets or paper documents), what were the consequences?
46	Q14_1. [The risk of a data breach is higher when my employees work off-site than it is when they work at the office] Rate your level of agreement with the following statements:

Shred It 2018 (Weighted)

Table: 21

Q8. How regularly do you train your staff on your organization's/organisation's information-security procedures or policies?

	Total	Sample Type	
		SBO	C-Suite
		J	K
Unweighted Base	1103	1003	100
Base: All Respondents	1103	1003	100
Twice a year or more frequently	185	135	50
	17%	13%	50%
			J
Once a year	180	152	28
	16%	15%	28%
			J
Once during their employment at my organization/organisation	75	66	9
	7%	7%	9%
On an ad-hoc/as-needed basis	173	163	10
	16%	16%	10%
Never	149	149	-
	13%	15%	-
		K	
No policies in place	342	339	3
	31%	34%	3%
		K	
Sigma	1103	1003	100
	100%	100%	100%
Summary			
Train (Net)	613	516	97
	56%	51%	97%
			J

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

Shred It 2018 (Weighted)

Table: 27

Q13C. If your organization/organisation suffered a data breach, what was the cause?

	Total	Sample Type	
		SBO	C-Suite
		J	K
Unweighted Base	66	34	32
Base: Suffered a Data Breach	66	34	32
Human error or accidental loss by employee/insider	29	14	15
	44%	42%	47%
		*	*
Deliberate theft or sabotage by external vendor/source	28	14	14
	42%	40%	44%
		*	*
Deliberate theft or sabotage by employee/insider	17	10	7
	25%	29%	22%
		*	*
Human error or accidental loss by external vendor/source	15	6	9
	23%	17%	28%
		*	*
Other	3	2	1
	5%	6%	3%
		*	*
Sigma	91	45	46
	139%	135%	144%

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

3x_1. How often do you engage in the following activities? - Take notes at work in a paper notebook

	Total
Base: All Employed (unwtd)	658
Base: All Employed (wtd)	650
Regularly	202 31%
Sometimes	221 34%
Rarely	125 19%
Never	102 16%
Sigma	650 100%

Field Dates: 4/6-4/9

Statistics:

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B,C/D/E,F/G,H/I/J/K

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B,C/D/E,F/G,H/I/J/K

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of contents](#)

3x_3. How often do you engage in the following activities? - Leave work documents or notebooks on my desk after I leave work for

	Total
Base: All Employed (unwtd)	658
Base: All Employed (wtd)	650
Regularly	111 17%
Sometimes	145 22%
Rarely	146 22%
Never	248 38%
Sigma	650 100%

Field Dates: 4/6-4/9

Statistics:

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B,C/D/E,F/G,H/I/J/K

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B,C/D/E,F/G,H/I/J/K

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of contents](#)

Shred It 2018 (Weighted)

Table: 35

Q2c. Does your organization/organisation have a known and understood policy for storing and disposing of confidential information when employees work off-site/away from the office?

	Total	Sample Type	
		SBO	C-Suite
		J	K
Unweighted Base	1103	1003	100
Base: All Respondents	1103	1003	100
No, no policy exists	549	540	9
	50%	54%	9%
		K	
Yes we do have a policy, but not all employees are aware of it	68	55	13
	6%	6%	13%
			J
Yes, and our policy is strictly adhered to by all employees	360	293	67
	33%	29%	67%
			J
We are in the process of building a policy	58	50	8
	5%	5%	8%
I don't know	67	64	3
	6%	6%	3%
Sigma	1103	1003	100
	100%	100%	100%
Summary			
Yes (Net)	428	348	80
	39%	35%	80%
			J

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

Shred It 2018 (Weighted)

Table: 36

Q4F_1. [Company mobile phone] Have your employees ever lost or had any of the following items stolen while working off-site?

	Total	Sample Type	
		SBO	C-Suite
		J	K
Unweighted Base	1103	1003	100
Base: All Respondents	1103	1003	100
Yes	130	87	43
	12%	9%	43%
			J
No	950	901	49
	86%	90%	49%
		K	
I don't know	24	16	8
	2%	2%	8%
			J
Sigma	1103	1003	100
	100%	100%	100%

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

Shred It 2018 (Weighted)

Table: 37

Q4F_2. [Personal mobile phone] Have your employees ever lost or had any of the following items stolen while working off-site?

	Total	Sample Type	
		SBO	C-Suite
		J	K
Unweighted Base	1103	1003	100
Base: All Respondents	1103	1003	100
Yes	181	132	49
	16%	13%	49%
			J
No	873	835	38
	79%	83%	38%
		K	
I don't know	48	35	13
	4%	4%	13%
			J
Sigma	1103	1003	100
	100%	100%	100%

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

Shred It 2018 (Weighted)

Table: 38

Q4F_3. [Company laptop/ device (e.g. tablet)] Have your employees ever lost or had any of the following items stolen while working off-site?

	Sample Type		
	Total	SBO	C-Suite
		J	K
Unweighted Base	1103	1003	100
Base: All Respondents	1103	1003	100
Yes	120	71	49
	11%	7%	49%
			J
No	962	915	47
	87%	91%	47%
		K	
I don't know	21	17	4
	2%	2%	4%
Sigma	1103	1003	100
	100%	100%	100%

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

Shred It 2018 (Weighted)

Table: 39

Q4F_4. [Personal laptop/ device (e.g. tablet)] Have your employees ever lost or had any of the following items stolen while working off-site?

	Sample Type		
	Total	SBO	C-Suite
		J	K
Unweighted Base	1103	1003	100
Base: All Respondents	1103	1003	100
Yes	135	85	50
	12%	9%	50%
			J
No	936	890	46
	85%	89%	46%
		K	
I don't know	32	28	4
	3%	3%	4%
Sigma	1103	1003	100
	100%	100%	100%

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

Shred It 2018 (Weighted)

Table: 40

Q4F_5. [Electronic storage device (e.g. USBs)] Have your employees ever lost or had any of the following items stolen while working off-site?

	Sample Type		
	Total	SBO	C-Suite
		J	K
Unweighted Base	1103	1003	100
Base: All Respondents	1103	1003	100
Yes	103	65	38
	9%	7%	38%
			J
No	965	911	54
	87%	91%	54%
		K	
I don't know	35	27	8
	3%	3%	8%
			J
Sigma	1103	1003	100
	100%	100%	100%

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

Shred It 2018 (Weighted)

Table: 41

Q4F_6. [Paper documents containing sensitive company information] Have your employees ever lost or had any of the following items stolen while working off-site?

	Total	Sample Type	
		SBO	C-Suite
		J	K
Unweighted Base	1103	1003	100
Base: All Respondents	1103	1003	100
Yes	97	61	36
	9%	6%	36%
			J
No	961	908	53
	87%	90%	53%
		K	
I don't know	45	34	11
	4%	3%	11%
			J
Sigma	1103	1003	100
	100%	100%	100%

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

Shred It 2018 (Weighted)

Table: 42

Q4F. [Summary - Yes] Have your employees ever lost or had any of the following items stolen while working off-site?

	Total	Sample Type	
		SBO	C-Suite
		J	K
Unweighted Base	1103	1003	100
Base: All Respondents	1103	1003	100
Personal mobile phone	181	132	49
	16%	13%	49%
			J
Personal laptop/ device (e.g. tablet)	135	85	50
	12%	9%	50%
			J
Company mobile phone	130	87	43
	12%	9%	43%
			J
Company laptop/ device (e.g. tablet)	120	71	49
	11%	7%	49%
			J
Electronic storage device (e.g. USBs)	103	65	38
	9%	7%	38%
			J
Paper documents containing sensitive company information	97	61	36
	9%	6%	36%
			J

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

Shred It 2018 (Weighted)

Table: 43

Q4Q. If your employees have ever lost or had company property containing sensitive information stolen (such as mobile phones, laptops, USBs, tablets or paper documents), what were the consequences?

	Total	Sample Type	
		SBO	C-Suite
		J	K
Unweighted Base	260	190	70
Base: Have Employees that have lost or had items stolen	262	192	70
Sensitive company data was put at risk, but no breach occurred that we know of	104	64	40
	40%	33%	57%
			J*
Sensitive company data was put at risk and a data breach occurred	47	35	12
	18%	18%	17%
			*
There were no known consequences	88	73	15
	33%	38%	21%
		K	*
I don't know	24	21	3
	9%	11%	4%
			*
Sigma	262	192	70
	100%	100%	100%

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

Shred It 2018 (Weighted)

Table: 46

Q14_1. [The risk of a data breach is higher when my employees work off-site than it is when they work at the office] Rate your level of agreement with the following statements:

	Total	Sample Type	
		SBO	C-Suite
		J	K
Unweighted Base	1103	1003	100
Base: All Respondents	1103	1003	100
Strongly agree (4)	210	165	45
	19%	16%	45%
			J
Somewhat agree (3)	476	435	41
	43%	43%	41%
Somewhat disagree (2)	244	237	7
	22%	24%	7%
		K	
Strongly disagree (1)	173	166	7
	16%	17%	7%
		K	
Sigma	1103	1003	100
	100%	100%	100%
Summary			
Top 2 Box (Net)	686	600	86
	62%	60%	86%
			J
Bottom 2 Box (Net)	417	403	14
	38%	40%	14%
		K	
Mean			
Mean	2.7	2.6	3.2
			J
Standard Deviation			
Standard Deviation	0.96	0.95	0.87
Standard Error			
Standard Error	0.03	0.03	0.09

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B, C/D/E, F/G/H/I, J/K, L/M/N/O/P, Q/R/S/T/U/V/W

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of Contents](#)

3x_4. How often do you engage in the following activities? - Leave my computer on and unlocked when I leave work for the day

	Total
Base: All Employed (unwtd)	658
Base: All Employed (wtd)	650
Regularly	76 12%
Sometimes	89 14%
Rarely	97 15%
Never	387 60%
Sigma	650 100%

Field Dates: 4/6-4/9

Statistics:

Overlap formulae used

- Column Proportions:

Columns Tested (5%): A/B,C/D/E,F/G,H/I/J/K

Minimum Base: 30 (**), Small Base: 100 (*)

- Column Means:

Columns Tested (5%): A/B,C/D/E,F/G,H/I/J/K

Minimum Base: 30 (**), Small Base: 100 (*)

[Table of contents](#)