

# 10 Tips to Recognize & Prevent Insider Threats



## THEM

### Are malicious OR misguided

Internal breaches can be intentional or unintentional. Insider threats can be malicious (deliberately causing damage) or accidental (making mistakes, forgetting to secure something or otherwise accidentally causing damage).

### May be anyone

It's not just the everyday employees or higher-ups! An insider threat may be a contractor, a consultant, a vendor or a former employee.

### May have different motivations

Money may not be the only obvious motivation. Malicious insiders may be motivated by perceived slights, political or religious leanings, job dissatisfaction or revenge.

### Act out of the ordinary

They seek to work unusual hours, ask for access to restricted information or brag about sudden, mysterious financial windfalls.

### Violate policies

Insiders violate policies by definition, either knowingly or unknowingly. Policies are put in place to protect customers, data and the company, and an insider's damage to the company will violate those policies.

## YOU

### Know and follow security procedures

Accidental insiders can cause breaches not through malice, but because they make mistakes. Following established procedures, and noticing when procedures aren't followed by others, can prevent potential mistakes.

### Report suspicious behavior

If someone is acting suspicious or dangerous, management needs to know. Share your concerns with your supervisor. By reporting small signs, you could stop a problem before it becomes a disaster.

### Practice good physical security and cybersecurity

Maintain a clean environment, lock up sensitive documents and password-protect and encrypt important files.

### Trust but verify

If you suspect someone is an insider, be cautious. Verify their claims and maintain security until you can be certain of the situation: never share your password or access with a potential insider.

### Know the signs of a disgruntled employee

Is someone picking fights with coworkers or angling to get fired? A disgruntled employee is one who may become an insider threat.

