

## PROTECTING AGAINST FRAUD

Keep the business you worked so hard to build safe

Fraud comes in many forms and can be hard to manage unless a client has the proper processes and tools in place.



of malicious software (malware) requires human intervention to work.<sup>1</sup>



of fraud perpetrated against a client is by its employees.<sup>2</sup>



is the cost of data breaches impacting small businesses.<sup>3</sup>

Now is the time to take the steps to protect your business.

Risk is at an all-time high — use the checklists below to protect your business

### TAKE CHARGE

- I make payment security a business imperative such as tokenization and encryption of my customer's card data.
- My payment provider has solutions capable to protect my customer's sensitive data and payment information, and reduces my liability in the event of a breach.
- I am protected against online fraud, which is increasing each year.
- I have developed standardized daily processes and audits ensuring security functions are working properly.
- I include security awareness as part of my initial and ongoing training

### MAKE EVERYONE ACCOUNTABLE

- My employees have a clear understanding of their role in protecting customer's sensitive data and payment information.
- I conduct security spot checks on employee's procedures, habits and behaviors.
- I have implemented an anonymous way for employees to report fraud.

### HAVE A GOOD DEFENCE

- I have a solution in place to mitigate the risk of card not present transactions and fraudulent chargebacks.
- A customer's purchase return requires a receipt; we do not issue cash refunds for credit card or cheque purchases.
- I take cyber security threats seriously.
- I educate employees of new fraud tactics and data breach threats.

Footnotes: <sup>1</sup> Educase Quarterly, October 2015 | <sup>2&3</sup> First Data Security, Risk Management and Best Practices, 2010