

RiskBox

A Co-Worker's Guide To Protecting Your Tech



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In 2017, there were 1.18 million people worldwide taking a seat in a co-working space. This is set to increase over 2018 and the ensuing decade. At the beginning of 2017, small businesses made up 99.3% of the private sector, and almost all of these were small or medium-sized enterprises.



Freedom to work where we want, and with whom, is a prevailing trend in the UK. More startups, freelancers and SMEs are seeking these affordable, collaborative spaces where they can share ideas, clients and rental costs.

When you think how many of these SMEs and freelancers require a place from which to work, but don't quite need their own space, it isn't

surprising that co-working facilities are springing up around the country. Yet, whilst many professionals are overjoyed at the flexibility they offer, there's a big risk lying just under the surface – a chance that someone will steal your equipment.

Think about it: you are working alongside strangers every day, and you'll only come to know some of them. Your business technology is too important to be left within sight – and snatching distance – of someone you don't trust. And that's without going into the potential of a break-in; criminals are targeting co-working places, realising that they hold an immense stockpile of expensive gear.

RiskBox care about this very much. We even wrote a blog www.riskboxuk.com/blog/ on the issue. But we want you to be fully clued up about security measures as a co-worker. Knowing you're protected as much as you can be will help to remove some of your concerns.

We've compiled this guide as a deep dive into the greatest security risks, and advances you can make towards the right precautions and cover for your equipment.

Why You Are Liable For Co-working Security

Let's start with a hard truth – it's likely that the space you're renting won't be held accountable for any lost, stolen or damaged goods.

Yes, there will be some security professionals on-site, monitoring access during their shift. There'll also be an office manager who aims to make sure you're comfortable and satisfied with the facilities. Beyond that, however, the co-working environment is yours to look after.

RiskBox have been made aware of a number of incidents around the UK in which thieves have taken off with an eye-watering sum of business assets. We can't blame co-working brands for not paying out for a crime they can't always prevent. They will do their best to stop it, but nothing is guaranteed.

Unfortunately, this can cripple a young startup enterprise or a freelancing professional. They may lose all of their technology in a single night. Even one computer, taken at random, can serve a fatal blow to your business model.

Replacing the missing gear may be totally unaffordable, not to mention the irreparable damage to your reputation if data security is compromised.

You can take out appropriate insurance protection and still fail to meet the conditions for cover. Every scheme asks that you take due precautions for guarding X or Y. That's why it's essential to realise what these precautions might be, and how to prove you did all you could to avoid a crime.





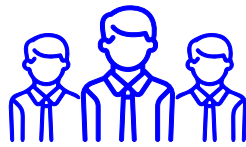
Staying Vigilant

The threats are manifold; ranging from another co-worker acting suspiciously, to a figure outside the office who seems up to no good. Here's our list of the main offenders so you have a grounding for any preventative tactics...



Tailgaters:

A fob system or electronic passcode is meant to deter people. In some cases, however, thieves may linger at the entrance to the building. They probably won't explain themselves; they may just smile, follow you through the door (or prop it open for later), and gain access. We've heard plenty of cases in which a tailgater has hidden themselves in a bathroom or broom cupboard before emerging after everyone has left for the day.



Repeat Offenders:

These are the seasoned criminals – the sort who wait for equipment to be replenished before hitting the same place again. Break-in strategies are numerous and effective. They might tailgate, or opt for brute force to worm their way inside – smashing windows, climbing up drain pipes, knocking the doors through with special tools, etc. As they return to the premises, they'll have a better gauge of where security blind spots are, and how to exploit the environment/work schedules.



Internal Thieves:

It isn't nice to consider, but the very people who share your work hub may be a future culprit. All it takes is for a member of the group to distract you, avoid or block CCTV sight lines, and bag up your essential kit. Perhaps they'll stick around after their usual working hours, making use of a near-empty building.

How To Fight Back Against The Risk

Now that we've managed to isolate what could happen, let's move on to countermeasures. Firstly, you can claim compensation in the event of an incident by taking out a robust insurance package. Secondly, you can stop thievery in the first place by taking extra precautions.

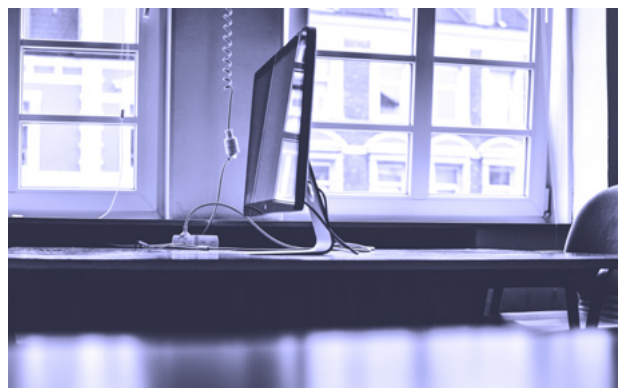
Getting insurance isn't difficult. All you have to do is talk to a broker like us. We'll listen, ask questions, and form an insurance scheme based on your needs. RiskBox have helped thousands of creatives and working professionals gain peace of mind.

To ensure you can successfully claim after an incident, make sure all the terms are met – the space must have provisions that limit what a thief is able to do. Talk to your office manager to see if your co-working space has the following features:

Do they lock up and set alarms every evening? Who holds the responsibility?

Are windows strengthened against a criminal attack? Those on the lower floors should be fortified in some way, such as with a key-operated locking mechanism. The same applies to higher window sections if they are close to a drainpipe or other potential access route.

How resistant to break-ins are the main access doors and fire exits? Again, proof is required here. Find out as much as you can about the doors from the manufacturer – including the type of lock that it's fitted with.





Insurance Policies

Insurance policies may change depending on who writes them. Read over the 'bare minimum' stipulations in the contract before you sign.

As a final defensive strategy, be vigilant in your own way: don't let strange behaviour go unchallenged, and don't leave behind any valuable belongings. If you see something odd, raise those concerns to office staff. Ask for the name of the person that a suspected tailgater is there to visit, then confirm they exist. Once more, we'd draw attention to our blog www.riskboxuk.com/blog/ for more tips to avoid incidents from happening in the first place.

Your FAQs, Answered

As independent insurance specialists, RiskBox are aware of what people don't seem to know about co-working contents cover. Here are some of the most frequently asked questions we run into:

Q: "What types of locks are sufficient for a secure building policy?"

A: The majority of contents insurance providers will ask that main doors are fixed with five-lever mortice deadlocks of the BS3621 standard.

Q: "Where are my minimum security details outlined?"

A: A good contract will have a unique section that explains what you have to do. We can help locate it if you're struggling to find it.

Q: "How often does an alarm system need to be maintained?"

A: This varies between manufacturers. Tests should be conducted and recorded by the management team.

Q: "What counts as an 'exit'?"

A: Any doorway that exists between offices spaces, or that leads to an exit to the outside world or a portion of the building that you can't use. Fire exits fall into this definition too, but the rules on them may differ.

Q: "Is there anything I should be double-checking?"

A: Generally, we recommend you double-check that the agreed sum is enough to cover all of your items. The amount should reflect the cost to reinstate the items as new.



Moving Confidently To An Insurance Deal

We're coming to the end of our guide to saving your business from theft. Yet you, as a co-working professional, could be somewhat in the dark about how to set up an insurance agreement. Let's remedy that...

It all starts with contacting an expert. Speak to RiskBox via phone or email, where an experienced adviser will help you find the cover you're looking for. You can then tell us how much your equipment is worth, the nature of your business, and where you are based in a co-working facility.

We'll then compile a fair assessment of what it'll cost to insure every item shortly following our initial chat. Once you have this assessment,

quiz your co-working manager on everything we mentioned in the 'Fight Back' section of this guide. Get hard evidence, if you can.

You can then confirm these details with your dedicated RiskBox specialist. You'll have time to read over the contract, approve it, and sign. Attention should be paid to the rates and the renewal period, to ensure you're pleased with the full package.

By staying clear-headed – and sticking to the behaviour we've outlined for vigilant co-working – you will be much safer from equipment theft.



Choose Riskbox

Choose RiskBox for the peace of mind you need to keep doing what you love. Get in touch for more information about protecting your co-working kit...

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