



Naughty or Nice List?

THEFT IN THE WORKPLACE

The Holiday season for many can be the most wonderful time of year but it is also the time of year where theft-related crimes increase in the workplace. According to the Association of Certified Fraud Examiners, theft-related crimes increase by as much as 20% over the holiday period.



You can help reduce the risk year round by being aware of signs of theft in the workplace.

There are many factors that lead to the increase over the holiday period, like:

- Financial pressure can burden employees;
- Less oversight due to vacation time giving increased opportunity for theft; and
- Stress and workload, as such regular processes and procedures may become more relaxed.



Here are some of the kind of thefts to watch out for:

- Inventory Theft - for personal use or with the intent to sell.
- Data Theft, like:
 - Stealing trade secrets
 - Theft of Personal Information e.g. SSN, credit card information, addresses etc.
 - Stealing customer contact lists when leaving the company
- Theft of Time, like:
 - Unauthorized overtime;
 - Late starts, long breaks, early finishes;
 - Clocking in or out for a colleague; and
 - Running a personal business in company time.
- Other Asset Theft - Items such as laptops, cellphones, stationery, toiletries, and food items



To minimize the risk of theft, be sure to follow company policies and procedures and if you ever spot or suspect someone of stealing, report it to your supervisor, HR, the Legal and Compliance team or use the company's hotline.



WE ARE RPM AND OUR SUCCESS DEPENDS ON EACH OF US FOLLOWING THE RIGHT ROUTE AND EMBRACING OUR VALUE OF 168® TO MAKE THE RIGHT DECISIONS.

CONTACT US: COMPLIANCE@RPMINC.COM

