

# FOCUS



**The Growing Threat and  
How to Stay Safe**

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**Cyber Security**

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## In the guide...

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It is an unfortunate state of affairs that already this year both The Law Society and the Solicitors Regulation Authority have warned about the growing risk of cyber threats to UK law firms and legal organisations.

This guide will help you understand why the risks are growing and what you can do to protect yourself, your firm and your clients.

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## The Growing Threat Landscape

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**Law firms are increasingly becoming prime targets for cybercriminals.**

Cybercriminals operate like well-organised businesses, with dedicated resources for research and development. They constantly evolve their tactics, making it challenging to defend against their attacks.

Law firms are increasingly vulnerable to cyber attacks due to several critical factors:

- Valuable Data
- Easy Targets
- Exposure
- Sophisticated Phishing Attacks
- Increased Remote Working







### Valuable Data

Law firms handle sensitive client information, including confidential legal matters, intellectual property, personal details and financial records. These are all incredibly valuable to cybercriminals.



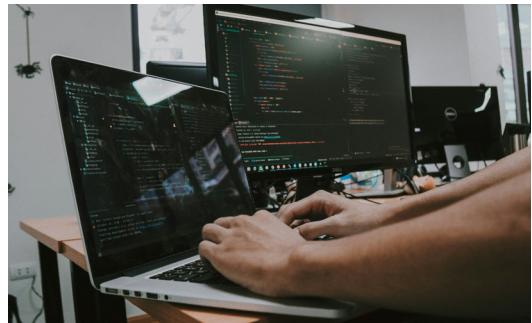
### Easy Targets

Despite their reliance on technology, many law firms still use outdated IT systems. Slow adoption of cyber security policies and staff wide security training leaves them vulnerable.



### Exposure

Legal organisations engage in a vast amount of online activity from online communications to bank transfers, each instance of which increases their exposure.



### Sophisticated Phishing Attacks

Email remains the primary vector for breaches. Phishing techniques have become highly sophisticated, tricking unsuspecting employees into clicking malicious attachments or links.







## Best Practice Recommendations for Your Cyber Security

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**It is really important for any organisation to have top cybersecurity procedures in place. However, it is absolutely vital for those in the legal sector.**

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This is because, as part of a regulated industry, solicitors and legal firms must not only meet their legal and regulatory compliance obligations, but they also must do so whilst handling a lot of personal information.

Best practice recommendations for your cyber security include:

- Create and Implement a Data Security Policy
- Continuously Train Staff on Data Risk Mitigation
- Use Strong Passwords
- Build Cyber Situational Awareness
- Strengthen and Update Software Regularly
- Back Up Critical Data
- Incident Response Protocol







## Create and Implement a Data Security Policy

A clear data security policy sets the foundation for protecting client information and demonstrates your firm's commitment to security. This could include:

- Two-Factor Authentication (2FA): Require it for logins.
- Approved Apps: Only use vetted applications.
- Bring Your Own Device (BYOD): Establish guidelines for employees using personal devices.
- Regular Updates: Keep the policy current to address emerging threats.



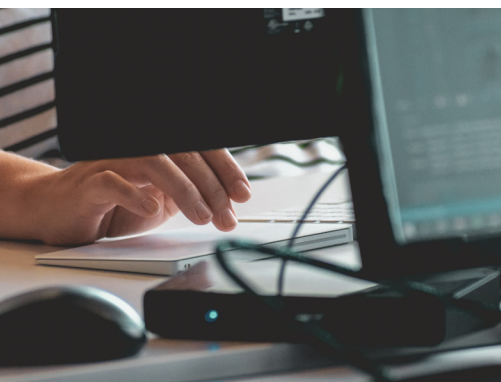
## Continuously Train Staff on Data Risk Mitigation

- Invest in security awareness training
- Conduct training upon hire and annually to reinforce best practices.
- Train employees to recognise phishing emails, which can compromise security.



## Use Strong Passwords

- Avoid Weak Passwords: Enforce strong password requirements and discourage using the same password for multiple logins.
- Password Managers: Encourage their use to securely manage passwords.



## Build Cyber Situational Awareness

- Stay Informed: Understand the evolving threat landscape.
- Legal Professionals as Targets: Recognise that law firms are attractive targets.
- Vigilance: Foster a culture of vigilance among staff



### **Strengthen and Update Software Regularly**

- Patch Management: Regularly update software to address vulnerabilities.
- Security Patches: Apply security patches promptly.
- Software Inventory: Maintain an inventory of all software used in the firm

### **Back Up Critical Data**

- Regular Third Party Backups: Ensure critical data is backed up securely
- Offsite Backups: Store backups offsite to protect against physical disasters.
- Test Restores: Regularly test data restoration processes

### **Incident Response Protocol**

- Incident Response Plan: Develop a clear plan for handling security incidents
- Containment: Limit damage and initiate recovery protocols.
- Notify Relevant Parties: Notify data breach experts, cyber liability insurance providers, and law enforcement.
- Compliance: Ensure compliance with legal requirements.



## Ask the Experts

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Keeping up to date with your cyber security can seem a daunting task. Here at Focus IT, we have a team of experts waiting to help. We offer everything from security audits, to procedure implementation, training and network security testing.

We know how important cyber security, compliance and information security is to any business. Therefore, we also offer a Cyber Essentials Certification Service. Ensuring the very best standards, Cyber Essentials is a Government backed and industry supported scheme assisting businesses in protecting themselves against the ever growing threat of cyber attacks. The service provides you with a formal certification demonstrating to your business partners, customers and regulators that you take cyber security seriously.

Get in touch today and find out how we can help you keep your law firm and clients safe.

Sources include [lawyer-monthly.com](http://lawyer-monthly.com), [lawsociety.org.uk](http://lawsociety.org.uk), [britishlegalitforum.com](http://britishlegalitforum.com), [sra.org.uk](http://sra.org.uk)



## Why Focus IT

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**We believe in creating long-term partnerships where we truly understand each client's unique requirements.**

**We will work with you to create the best solutions and ongoing support so your business runs seamlessly and successfully.**



### **Your trusted partner**

Long-term relationships based on reliability and commitment



### **Customer service excellence**

Always there when you need us and easy ticketing with WhatsApp, QR codes and customised client portals



### **Flexible contracts**

90 day rolling contracts; our service keeps clients happy, not onerous contracts



### **Service at any scale**

General support to IT Director and virtual CTO services



### **Remote working solutions**

Excel at setting up and maintaining remote working systems



### **Modernisation experts**

The latest tech to optimise your business for efficiency and growth



## Contact Focus

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### Get in touch



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how we can help you.**