

Report Suspicious Emails & Messages

Quick reporting is one of the most effective defences against cyber threats. When employees ignore or simply delete suspicious emails or messages, attackers may continue to target others in the organisation undetected. Reporting ensures threats are blocked before they spread.



Why Reporting Matters

Avoiding Silent Spread

Deleting a suspicious message without reporting allows attackers to try again. Reporting gives IT visibility to take broader action.

Tip: Forward suspicious emails or messages directly to your IT or security team.

Creating a Stronger Defence

Cybersecurity is a shared responsibility. Every report strengthens the organisation's overall security posture.

Tip: Report early; prevention is always better than a cure.

Stopping Attacks Early

Suspicious emails are often sent to multiple employees. If just one person reports it, security teams can block the attack and protect everyone else.

Tip: Use the "report phishing" / "Phish Hook" button if available in your email or chat platform.

Preventing Accidental Clicks

The longer a phishing message remains in circulation, the higher the chance someone will click. Early reporting reduces that risk.

Tip: Never reply, download, or click anything in a suspicious message.