A4.6.2 - Data Protection Officer Incident Record

Description of Incident (dd/mm/yyyy)	Date Email Notification Received	Sender of Email Notification			Date Incident	Sender of Incident Report			Date Investigation of Personal	Date Investigation of Personal	Personal Data	Reported to Supervisory Authority		Date of report to	Details of SA to which report was made	
		Name	Position	Email Address	Report Received	Name	Position	Email Address	Data Breach began	Data Breach ended	Breach? (Y/N)	(Y/N)	Reason	Supervisory Authority	Name	Email Address

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Version Status: Final Updated Policy Document