# Industry Security Notice

## Number 2011/07

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**Subject**:  REQUIREMENT TO REPORT SECURITY INCIDENTS AFFECTING MOD MATERIAL TO THE MOD

### Introduction:

1.    This Industry Security Notice (ISN) replaces ISN 2011/02 for the sole purpose of updating the contact details of the MOD JSyCC in paragraphs 5 & 7 below.

2.    The purpose of this ISN is to inform MOD contractors and sub-contractors that any security incident involving MOD owned, processed or generated information[1] (e.g. incursion, security breach, loss or compromise), is to be reported **immediately**[2] to the MOD Defence Industry, Warning Advice and Reporting Point (WARP), the Joint Security Coordination Centre (JSyCC). This will enable JSyCC to deliver a formal security reporting capability in association with relevant TLB/TF WARP and the MOD asset owner to assess any associated risks, identify incident impact, coordinate appropriate security enquiries and provide specific information security advice to the MOD Chief Information Officer (CIO), Departmental Security Officer (DSO).

3.    The JSyCC will, where necessary, provide security advice to appropriate company personnel on what further action is required to be undertaken and will ensure that all recommendations are appropriate and proportionate to the risks associated with respective security incidents.

### Issue:

4.    The JSyCC, as the appointed Defence Industry WARP, is responsible for coordinating the MOD Defence Industry information, asset, personnel and physical security incident reporting process. In undertaking this responsibility it is essential that all security incidents involving MOD material occurring in defence contractors are reported promptly. The JSyCC is to be the sole reporting point for security incidents unless a defence contractor has an already established MOD security incident reporting process.  Such instances  will require dual reporting to ensure that the relevant MOD authorities are fully engaged at the earliest opportunity.

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[1] or defence information owned by a third party e.g. NATO or another country which the MOD is responsible for or any other information which could impact on defence.

[2] The  'immediate' requirement is for an initial notification of a security incident and in this respect prompt notification is of the essence.  It is recognised that it may not be possible to provide a full assessment of the incident at this stage and the JSyCC will provide advice on any further action/follow up required. The level and detail of information required for any follow up action will be dependant on the nature of the incident and appropriate to the level of protective marking involved.

## Action by Industry:

5.      Any security incident involving MOD material, including assets and information stored, processed or generated, in relation to a MOD contract or capability must be reported immediately to the MOD JSyCC. Security incidents should be reported initially at a Non Protectively Marked level, by telephone or email to the JSyCC Operations desk (contact details below). The JSyCC will collect initial details then advise which of the TF(s)/TLB(s) WARP will be engaging in the reporting process. JSyCC will look, in the first instance, to collect the information listed at Annex A however, if information is not available this should not delay the initial report to JSyCC. JSyCC will ensure the confidentiality and integrity of any defence industry information provided.

The contact address for JSyCC is:

#### JSyCC WARP Contact Details

Email: For those with access to the RLI: CIO-DSAS-JSyCC Operations

(MULTIUSER) or for those without:

CIO-DSAS-JSyCCOperations@mod.uk (UNCLASSIFIED)

Telephone: Working Hours: 030 6770 2187

Out of Hours/Duty Officer Phone: 07768 558863

Fax: 01225 846904

Mail: Joint Security Co-ordination Centre (JSyCC), GOSCC, Building 405, MOD

Corsham, Westwells Rd, Wiltshire SN13 9NR.

## Validity / Expiry Date:

6.      This notice is valid with immediate effect and remains so until further notice.

## Point of Contact Details:

7.      Ministry of Defence, Joint Security Co-ordination Centre (JSyCC), GOSCC, Building 405, MOD Corsham, Westwells Rd, Wiltshire SN13 9NR. Telephone: Working Hours: 030 6770 2187. Out of Hours/Duty Officer phone: 07768 558863. Fax: 01225 846904. Email: RLI: CIO-DSAS-JSyCC Operations (MULTIUSER) or CIO-DSAS-JSyCCOperations@MOD.uk

**JSyCC Website:**

http://www.mod.uk/DefenceInternet/AboutDefence/WhatWeDo/SecurityandIntelligence/DSAS/jointsecuritycoordinationcentrejsycc.htm

**Annex A.  Initial triage questions**

- Name of the company reporting the loss/breach/compromise
- Name and contact details of the person reporting (including their role within the company and their email address) and any other relevant contact details
- Confirmation that the loss/breach/compromise directly or indirectly affects the MOD
- What is the highest protective marking (note telephone conversations should be conducted at an unrestricted level)?
- Is the loss/breach/compromise in relation to a List X facility?
- What is the name of the contracting authority affected by the loss/breach/compromise – is there more than one?
- What has happened?
- Where did it happen?
- When did it happen?
- What is the nature of the loss/breach/compromise (CND, IA, physical)?
- Is personal data involved (names, addresses, personal details etc)?
- Number (if more than one)?
- Initial view of impact of loss/breach/compromise?
- Initial mitigation taken/planned?
- Next expected update?