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| **Number** | **Reported by** | **Date and time** | **Affected system/asset** | **Incident type** | **Severity** | **“Incident”** | **“Vulnerability”** | **“Event”** | **Closed out date and time** |
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The *{InfoSecManager}* is the owner of this document and is responsible for maintaining it.

This document was approved by the *{ChiefInfoSecOfficer}* on *[date]* and is issued on a version controlled basis.

Signature: Date: