**Intellectual Property Incident Communication Log**

**Incident Name:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date (YYYY-MM-DD)** |  | **Time (24:00)** |  |

|  |  |
| --- | --- |
| **Communication Method/Channel** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Initiator** | | **Receiver** | |
| Name |  | Name |  |
| Title |  | Title |  |
| Organization |  | Organization |  |
| Contact Details |  | Contact Details |  |

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| --- |
| **Details of Communication** |
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