

Team: Team 3

Inject Number: 3

Inject Duration: 8 Hours

Inject Start Date/Time: Sat, 02 Mar 2013 11:02:04 -0500

From: Audit Management

To: Operations Team

Subject: Report Incidents With this Inject

Any incidents that you detect should be reported via this inject. You will be able to send multiple submissions with this inject, and you will be able to edit previous submissions.

SUBMIT INCIDENTS AS THEY OCCUR. Each Incident Response Report MUST contain the following.

Report Date & Time

Incident Report Tracking Number

Basic Description of the Incident

Date/Time incident was identified/discovered

Impact - what services or user communities were affected and in what manner (degraded, interrupted, halted)

Best assessment of the cause of the incident

Document Corrective Actions - what has been done to mitigate another incident of this type?

Document how Corrective Actions were verified

Please continue to submit despite this being closed.

Thank you.

Audit Management