**DOCUMENT {document\_number}**

{date}

## ANNEX 1

of Document {}

## CYBER SECURITY INCIDENT REPORT

## INTRODUCTION

This template provides a format for reporting hypothetical cyber security incidents at contractor entities and is created solely for demonstration purposes by the Coding Puffin company. It is not intended to be used in real life situations

1. **Reported By**

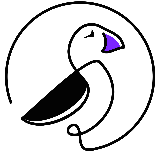
|  |  |  |  |
| --- | --- | --- | --- |
| 1.1 Surname: | {surname} | 1.2 Forenames: | {forenames} |
| 1.3 Position: | {position} | | |
| 1.4 Name of organisation or  company: | {name\_of\_organisation\_report} | | |
| 1.5 Telephone No: | {telephone\_no} | | |
| 1.6 E-mail: | {email} | | |

1. **Organisation Details**

|  |  |
| --- | --- |
| 2.1 Name of organisation: | {name\_of\_organisation\_details} |
| 2.2 Type of organisation: | {type\_organisation} |
| 2.3 Street Address: | {address} |

1. **Incident Details including Injury and Impact Level**

Une image contenant logo

Description générée automatiquement****

2

|  |  |  |  |
| --- | --- | --- | --- |
| 3.1 Date: | {date} | 3.2 Time: | {time} |
| 3.3 Location of affected site: | {location\_of\_site} | | |
| 3.4 Brief summary of the incident (what has happened, where did it happen, when did it happen): | {summary\_of\_incident} | | |
| 3.5 Name of the programme | {name\_of\_the\_programme} | | |

Une image contenant logo

Description générée automatiquement**Une image contenant léger, sombre, projecteur

Description générée automatiquement**

3

|  |  |
| --- | --- |
| 3.6 Classification level of the information involved | {classification\_level\_of\_information\_involved} |
| 3.7 System compromise (detail): | {system\_compromise\_detail} |
| 3.8 Data compromise (detail): | {data\_compromise\_detail} |
| 3.10 Is Foreign Government Information involved? Originating country or  international organisation? | {foreign\_government\_information\_involved} {country\_involved} |
| 3.12 Estimated injury  level/sector: | {estimitated\_injury\_level} |
| 3.13 Estimated impact level: (any compromise or  disruption to service?) | {estimated\_impact\_level} |
| 3.14 Incident duration: | {incident\_duration} |
| 3.15 Estimated number of systems affected: | {estimated\_number\_systems\_affected} |
| 3.16 Percentage of organization systems  affected: | {percentage\_organization\_systems\_affected} |
| 3.17 Action taken: | {action\_taken} |
| 3.19 Multiple occurrence or first time this type of incident  occurs within this location? | {occurence} |