

FORM FOR REPORTING A SUSPECTED INFORMATION SECURITY EVENT

If you know or suspect a security event has occurred, please complete this form and email immediately to Amesto's data protection officer at privacy@amesto.no, with a copy to your immediate supervisor.

Your Name:		Dept/Division/Company:
Today's Date:	Tel No:	E-mail Address:

Date of Incident:	Time of Incident:
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Brief description of event: (include website URLs, suspect name(s), impacted system(s), other relevant data...):

Please identify the affected customers/partners/data subjects:

Please describe how each of the parties listed above have or may be affected by the event:

	Y	N
Did you witness the event yourself?	<input type="checkbox"/>	<input type="checkbox"/>

If no, how did you learn about the event?

Did others witness the event? (If so, please list below)	<input type="checkbox"/>	<input type="checkbox"/>
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Is the event ongoing?	<input type="checkbox"/>	<input type="checkbox"/>
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Please describe any measures taken to stop the event or reduce the harm caused (ex. disabling affected system, disabling login access, applying security patch, etc.):

To your knowledge was any of the following involved? (Check all that apply)

Telephone	<input type="checkbox"/>	Theft	<input type="checkbox"/>
Fax	<input type="checkbox"/>	Fraud	<input type="checkbox"/>
Photocopier	<input type="checkbox"/>	Unauthorised Access/Cyber attack	<input type="checkbox"/>
Computer Hardware	<input type="checkbox"/>	Supplier/Subprocessor	<input type="checkbox"/>
E-mail	<input type="checkbox"/>	Virus/Malware	<input type="checkbox"/>
Internet download	<input type="checkbox"/>		

	Y	N
Was any COMPANY Internal or Confidential information compromised? (If unsure, please explain below)	<input type="checkbox"/>	<input type="checkbox"/>

Prior to sending this form, who have you reported the incident to? (Circle all that apply)

Supervisor - DPO – Director of IT – CIO – Other (Please specify below)

Your Signature:

Date:

To be completed by Recipient:

Reviewed By: (Name, title) [<i>Amesto DPO</i>]	Date:
Approved By (1): (Name, title) [<i>Entity CEO</i>]	Date:
Approved By (2): (Name, title) [<i>Amesto CIO</i>]	Date: