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	<< Data	
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Company Name:		Document Downloaded:	
Registered Address:		Contact:	
Premises Address:			

Data Breach Reference Information	
Data Breach Reference Number:	
Time & Date of Data Breach:	
Time & Date of Internal Notification of Data Breach:	
Data Breach Reported By:	
Data Breach Handled By:	
Data Breach Details	
Summary of Data Breach:	
Cause of Data Breach:	
Type(s) of Data Affected:	
Type(s) of Personal Data Affected (if applicable):	
Approximate Number of Data Records Affected:	
Type(s) of Data Subject Affected (if applicable):	

# SAMPLE

Approximate Number of Data Subjects Affected (if applicable):		
Data Breach Reference Number(s) of Any Related Breach or Breaches (if applicable):		
Further Observations:		
<b>Management of Data Breach</b>		
Impact of Data Breach:		
Severity of Data Breach:		
Initial Containment Measures Taken:		
Initial Notifications (if applicable):		
Data Protection Measures Currently in Place:		
Further Action to be Taken (including preventative measures and other changes):		
<b>Notification</b>		
Has the ICO Been Notified? (provide times, dates, summary details, and reasoning):		
Have Data Subjects Been Notified? (provide times, dates, summary details, and reasoning):		
Have Other Parties Been Notified? (provide times, dates, summary details, and reasoning):		
<b>Additional Comments</b>		

<b>Current Status</b>			
Current Status of Data Breach:			
Date of Current Status:			

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<b>Data Breach Reference Information</b>		
Data Breach Reference Number:		
Time & Date of Data Breach:		
Time & Date of Internal Notification of Data Breach:		
Data Breach Reported By:		
Data Breach Handled By:		
<b>Data Breach Details</b>		
Summary of Data Breach:		
Cause of Data Breach:		
Type(s) of Data Affected:		
Type(s) of Personal Data Affected (if applicable):		
Approximate Number of Data Records Affected:		
Type(s) of Data Subject Affected (if applicable):		
Approximate Number of Data Subjects Affected (if applicable):		
Data Breach Reference Number(s) of Any Related Breach or Breaches (if applicable):		
Further Observations:		
<b>Management of Data Breach</b>		
Impact of Data Breach:		

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Severity of Data Breach:	
Initial Containment Measures Taken:	
Initial Notifications (if applicable):	
Data Protection Measures Currently in Place:	
Further Action to be Taken (including preventative measures and other changes):	
Notification	
Has the ICO Been Notified? (provide times, dates, summary details, and reasoning):	
Have Data Subjects Been Notified? (provide times, dates, summary details, and reasoning):	
Have Other Parties Been Notified? (provide times, dates, summary details, and reasoning):	
Additional Comments	
Current Status	
Current Status of Data Breach:	
Date of Current Status:	

[Please duplicate the table above for further entries in the Data Breach Register. Each entry should be designed to be a self-contained record for each separate data breach.]