

To the attention
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PERSONAL DATA BREACH

(Articles 33 and 34 of EU Regulation 679/2016)

REPORT MODEL

Personal data breaches suffered must be documented even if not notified to the supervisory authority and not communicated to the data subjects. Such documentation must be provided to the Supervisor in the event of an investigation. If such a breach may result in risks to the freedoms of data subjects (Recital 85), notification of the breach will be required within 72 hours to the supervisory authority and in some cases to the data subjects. Information about the event should be communicated as soon as possible.

Name of the person making the notification: _____

Phone number: _____ Email: _____

Facility (Area/Department/Center..). _____

Where did the data breach occur? (Specify whether it occurred as a result of loss of devices or portable media) Brief description of the event:

¹Address to the data controller also through the Data Protection Officer (DPO).

Date of the event

☐ Between _____ and on _____

☐ At a time not yet determined

☐ It is possible that it is still ongoing

Name of the Bank(s) of data or archives, including paper files, that were also violated with reference to the treatments surveyed in the Treatment Register:

Type of violation:

☐ Read (presumably the data were not copied)

☐ Copy (data are still present on the owner's system)

☐ Alteration (data are present on the systems but have been altered)

☐ Deletion (the data is no longer on the holder's systems and the perpetrator does not have it either)

☐ Theft (data is no longer on the holder's systems and the perpetrator has it)

☐ Other: _____

Device subject to the breach:

☐ Computer

☐ Network

☐ Mobile device

☐ File or part of a file

☐ Backup tool

☐ Paper document

☐ Other: _____

Brief description of the data processing or storage systems involved, including their location:

How many people affected by the personal data breach processed?

- ☐ N. _____ persons
- ☐ N. _____ persons (approximate)
- ☐ Number (as yet) unknown number of persons

Type of data breached:

- ☐ Biographical data/tax code
- ☐ Access and identification data (username, password, IP addresses, other)
- ☐ Data relating to minors
- ☐ Personal data revealing racial and ethnic origin, religious, philosophical or other beliefs, political opinions, membership in parties, trade unions
- ☐ Computer image copy of analog documents
- ☐ Economic and financial data e.g.: credit card number
- ☐ Genetic data
- ☐ Data relating to health and sex life
- ☐ Judicial data
- ☐ Biometric data
- ☐ Still unknown
- ☐ Other: _____

Severity level of the violation (rating if possible):

☐ Low ☐ Medium ☐ High

Technical and organizational measures applied to the breached data:

Technological and organizational measures already taken to contain the data breach
