

Personal Data Breach Notification

Processor to Controller

Notification

Controller	[Enterprise client legal name]
Client track	[Track name]
Notified by	[Name, title]
Date and time of notification	[DD Month YYYY, 00:00 UTC]

Incident

Date and time discovered	[Value]
Date and time occurred	[Value]
Nature of the breach	[Value]
Systems affected	[Value]
Categories of data subjects	[Value]
Approximate number of data subjects	[Value]
Categories of personal data	[Value]
Approximate number of records	[Value]

Response

Likely consequences	[Value]
Measures taken	[Value]
Measures proposed	[Value]
Point of contact	[Name, email, phone]

Updates

DATE	UPDATE	BY