First Information Report (FIR) for the System-wide Incident Response Procedure

* Brief summary of the incident:

1. Date and time detected –
2. Campus, physical location, system and university services involved –
3. Department responsible for the system/service –
4. Type and scope of data compromised –
5. Brief overview of the weakness exploited –

* Potential impact to individuals, campus operations/resources, etc:
* Current status of response activities:

Above information provided by:

Name:

Department:

Job Title:

Date: