# GDPR – Data Breach Form

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| Details of Breach |
| Date of breach |  |
| Number of people affected |  |
| Type of breach*Examples:* * *loss of Personal Data (e.g. misplaced USB stick)*
* *unauthorised access or disclosure or other breach of security (e.g. sending email to incorrect recipient),*
* *confidentiality, integrity (e.g. unauthorised person amending personal information)*
* *availability (e.g. database down)*
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| Description of breach*What happened* |  |
| Type of personal information involved in breach*(see Section 2 of the* [*Privacy notice*](https://www.tmcp.org.uk/about/data-protection/managing-trustees-privacy-notice#2)*)* |  |
| How did you become aware of the breach |  |
| Potential consequences of breach |  |
| What measures need to be taken: |
| Who needs to be informed?*For example** *Affected individuals*
* *District Data Champion*
* *Connexional Data Controller (TMCP)*
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| What remedial action should be taken |  |