

Appendix 1

Data Breach Assessment

Date breach reported	
Time breach reported	
What type of data is involved?	
Brief outline of the breach including how and when it occurred.	
Does it affect people's rights or feelings?	
Who needs to be informed?	
How sensitive is the data? (sensitive by nature or sensitive by potential use)	
Is the lost/stolen data encrypted?	
What information could the data reveal about the individuals concerned?	
How many individuals are affected?	
Who are the individuals affected?	
What harm could come to them from this breach?	
What are the wider potential consequences?	
Steps taken to mitigate/minimise the impact	