

Security Breach Investigation Report

1. Report Overview

Report Number:

Date:

Reported By:

Department:

2. Incident Description

Date & Time of Incident:

Location:

Detailed Description:

3. Detection & Initial Response

How was the breach detected?

Immediate actions taken:

4. Impact Assessment

Systems or data affected:

Potential risks or consequences:

5. Investigation Details

Investigation Summary:

Root Cause:

Evidence Collected:

6. Actions Taken

Actions taken to contain/remediate:

Notifications sent (internal/external):

7. Recommendations & Preventive Measures

Recommendations:

8. Report Approval

Investigator Name:

Signature:

Date:

