

# 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:

