

# Incident Response Policy Proposal Form

Proposal Date

Proposed By

Policy Title

Incident Response Policy N

State the purpose of this policy

Purpose

Define the scope covered

Scope

Summarize the key aspects

Policy Summary

Explain why this policy is necessary

Justification / Rationale

List involved or affected departments

Stakeholders Affected

Outline how this policy will be implemented

Implementation Plan

Describe required review and approval

Review & Approvals

Other relevant information

Additional Notes