**Notifiable Data Breach Statement**

This statement must be submitted to the Office of the Australian Information Commissioner as soon as practicable after becoming aware of the notifiable data breach (and no later than 30 days), in accordance with section 3.5 of the Data Breach Procedure & Response Plan.

| **Part 1** | **Refers to requirements set out in section 26WK of the *Privacy Amendment (Notifiable Data Breaches) Act 2017*** |
| --- | --- |
| **Organisation Name** | Click or tap here to enter text. |
| **Contact Name** | Click or tap here to enter text. |
| **Contact Phone Number** | Click or tap here to enter text. |
| **Address** | Click or tap here to enter text. |
| **Description of the Notifiable Data Breach that ACU has reasonable grounds to believe has happened** | Click or tap here to enter text. |
| **Kind(s) of personal information involved in the data breach** | [ ]  Financial details[ ] Government identifiers[ ] Contact information[ ] Health information[ ] Other sensitive information[ ]  Other Click or tap here to enter text. |
| **Steps ACU recommends that individuals take to reduce the risk that they experience serious harm as a result of this data breach** | Click or tap here to enter text. |
| **Other entities affected** | [ ]  Yes[ ]  NoContact details: Click or tap here to enter text. |

| **Part 2** | **The information that ACU provides on part two of the form does not need to be included in the notification(s) to affected individuals, and ACU may request that it be held in confidence by the OAIC.** |
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| **Date the breach occurred** | Click or tap to enter a date. |
| **Date the breach was discovered** | Click or tap to enter a date. |
| **Primary cause of the data breach**  | [ ]  Malicious or criminal attack[ ] System fault[ ] Human error |
| **Description of how the data breach occurred** | Click or tap here to enter text. |
| **Number of individuals whose personal information is involved in the data breach** | Click or tap here to enter text. |
| **Description of any action ACU has taken to assist individuals whose personal information was involved in the data breach** | Click or tap here to enter text. |
| **Description of any action ACU has taken to prevent reoccurrence** | Click or tap here to enter text. |
| **How does ACU intend to notify individuals who are likely to be at risk of serious harm as a result of the data breach?**  | Click or tap here to enter text. |
| **When will this occur?** | Click or tap to enter a date. |
| **List any other data protection authorities, law enforcement bodies or regulatory bodies that you have reported this data breach to:** | Click or tap here to enter text. |