

Privacy Breach Report

A Privacy Breach occurs when personal information is accidentally lost or altered, or when it is accessed, collected, used, disclosed, or disposed of in an unauthorized manner.

If you suspect an unauthorized collection, use, or disclosure of personal information held by Yukon University, please complete this form to the best of your ability and send it to the designated Yukon University Privacy Officer at privacy.officer@yukonu.ca for Privacy Breach risk assessment.

REPORT DATE: Click or tap to enter a date.

NAME: Click or tap here to enter text.

DEPARTMENT: Click or tap here to enter text.

CONTACT INFORMATION:

Business Email Address Click or tap here to enter text.

Phone Number Click or tap here to enter text.

INCIDENT INFORMATION

- DATE: Click or tap to enter a date. or PERIOD: Click or tap here to enter text.
- LOCATION (campus, department, etc.): Click or tap here to enter text.
- TYPE of PRIVACY BREACH:
 - Theft
 - Loss
 - Unauthorized use disclosure disposal
- NUMBER AND NAMES OF INDIVIDUALS WHO MAY BE AFFECTED:

Click or tap here to enter text.
- NATURE OF THE PERSONAL INFORMATION INVOLVED (*please refer to the Personal Information definition in IT 11.1 Procedures*):

Click or tap here to enter text.
- DATE OF DISCOVERY: Click or tap to enter a date.
- DESCRIPTION and CIRCUMSTANCES OF DISCOVERY:

Click or tap here to enter text.

- ACTIONS THAT HAVE BEEN TAKEN, if any:

Click or tap here to enter text.