



Warwickshire & Coventry
Historic Churches Trust

Data Breach Notification Form

Return to:

**Hon. Secretary - Data Protection Lead, The Anchorage, 35 Sedlescombe Park,
Rugby CV22 6HL secretarywchct@gmail.com**

This form is for reporting a breach of security to the Data Protection lead. It has been designed to take only about five minutes to complete.

Before completing this form, you should read the breach management procedure.

Name	
What is your role in WCHCT	
When did this incident occur? When was it discovered?	



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<p>Please briefly describe the incident.</p>	
<p>Has any personal data been placed at risk? If so, please give us an outline of what this data consists of.</p>	
<p>Approximately how many data subjects have been affected?</p>	
<p>Has there been any media coverage of the incident?</p>	



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<p>Have you taken any action to minimise/mitigate the effect on the data subjects involved? If so please provide brief details.</p>	
<p>What action have you taken to prevent similar incidents in the future?</p>	
<p>Is there any other information you feel would be helpful to WCHCT's assessment of this incident?</p>	