Data Protection and Information Security

Potential Data Breach?

When reporting a potential data breach it is helpful to have the following information to hand if possible:

- Who's affected? Categories of data subjects (e.g. students, staff, research participant data etc.)
- How many subjects/records are affected? Approximate number of subjects/ records (e.g. 10's, 100's, 1000's individuals details).
- What types of records are affected? categories of data records (e.g. name, address, contact info, ethnicity)
- Expected impact? For example to the individuals privacy and data protection rights, and to the organisations reputation and legal compliance.

Some examples of personal data breaches can include:

- Access by an unauthorised third party.
- Deliberate or accidental action (or inaction) by a controller or processor.
- Sending personal data to an incorrect recipient.
- Computing devices containing personal data being lost or stolen.
- Alteration of personal data without permission
- Loss of availability of personal data.

General Data Protection Regulation-GDPR Breaches?

If you become aware of any breaches related GDPR or BU policy, please call IT Service Desk.

IT Services

Need help? Call IT Service Desk on
+44(0) 1202 965515