

## **Data Breach Reporting Form**

Under the General Data Protection Regulation, Alexander College will now have enhanced duties in relation to the management and reporting of data breaches. You should use this form to let us know about a potential or actual data breach.

### **Full Name of person reporting a data breach**

First Name

Last Name

Email address of person reporting a data breach

### **About the breach**

#### **What date did the breach occur?**

If you do not know exactly, please give us an approximate date.

#### **What are the details surrounding the breach?**

For example, what happened, how, who received data incorrectly, where are they based

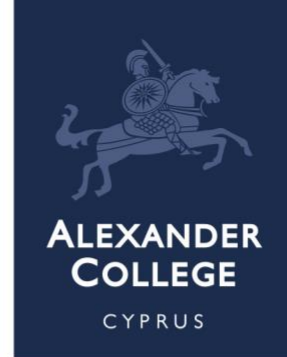
#### **How did you identify that a breach had occurred?**



LARNACA (Main Campus):  
2 Artas Street, Aradippou 7102,  
Larnaca, Cyprus  
Tel: 70002592, (+357) 24532373

PAPHOS:  
88 Tassos Papadopoulos Ave.,  
8026 Paphos, Cyprus  
Tel: (+357) 26272323

Email: [info@alexander.ac.cy](mailto:info@alexander.ac.cy)  
[www.alexander.ac.cy](http://www.alexander.ac.cy)



### **Was any personal data disclosed?**

For example, any information that could identify a living individual. This could be name, date of birth, gender, nationality, etc.

Please choose:

- 1. Yes**
- 2. No**

### **What relationship to Alexander College is the data subject?**

(Data subject means the person who is identifiable as a result of the data disclosed)

Please choose:

1. Current or former student
2. Current or former employee
3. Applicant student
4. Applicant employee
5. Other (explain)

### **How many data subjects were involved in the breach?(if known)**

Give an approximate if you do not have an accurate number.

### **What steps have been taken in response to the breach?**

If no steps have been taken, please say.



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