University of Applied Sciences Potsdam
Central IT / Information Security
itnotfall@fh-potsdam.de

FH;P Fachhochschule Potsdam
University of
Applied Sciences

Recording of IT Security Incidents

(Please do not enter anything here. Will be filled in by the ISB!)

Incident ID

Date of occurrence of the security incident   Time of occurrence of the security incident

Date of the security incident report   Time of the security incident report

Reporting person

Last name   First name   Organizational unit

Telephone number   E-mail address

What happened?

Cyberattack	Ransomware	Phishing	Software error
Theft	Loss	Fraud	Sabotage
Hardware failure	System failure	Other incidents	

Where did the IT security incident occur?

Building   Room   Street   Place

Details about the place

Notified persons/institutions

(Please do not select anything here. Will be filled in by the ISB!)

University Executive Board   ISB   DPO   Head of Central IT

IT Helpdesk   IT staff   Other employees

Affected objects/persons

(multiple selection possible)

Information/Data   Hardware   Software

Documents   Communication systems

IT-Service   Effects on third parties

Category and number of persons concerned

Employees   Users   Customers   Others

Quantity:

Description of the IT security incident

What remedial action has already been taken?

Additional information

Please send the form to itnotfall@fh-potsdam.de