

Appendix 1
to Description of Procedure for Provision and
Examination of Information on Breaches

REPORT ON THE BREACH

_____ 20____

(place)

Data of the person reporting the breach	
Full name	
Personal ID code	
Place of work (present or former service, employment or contractual relationship with the Company)	
Position	
Telephone (notes for communication)	
Personal e-mail or residence address	
Information on the breach	
1. What breach are you reporting? What kind of the breach is that?	
1. Who has committed this breach? What could have been the person's motives for committing the breach?	
2. Place and time of the breach.	
Details of the person or persons who has/have committed the breach	
Full name	
Place of employment	
Position	
3. Are there other persons who have been or could have been involved in the breach? If so, please indicate who they are.	
4. Are there other witnesses to the breach? If so, please provide their contact details.	
Details of a witness or witnesses of the breach	
Full name	
Position	
Place of employment	
Telephone	

E-mail	
5. When the breach was committed and when have you learned about it or noticed it?	
6. What supporting data could you provide for investigation of the breach? Please indicate any attached written or other data of the breach.	
7. Have you already reported this breach to anyone? If so, to whom was it notified and did you receive any reply? If you have received a reply, please indicate its essence.	
8. Additional notes and comments.	

Hereby I confirm that I am aware of the legal consequences of providing false information and that the information I provide is true.

Date	Signature
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