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| <p>Essex County Cricket Club Data Breach Report Form</p> |
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Important Information

Essex County Cricket Club collects, holds, and processes a range of personal data and non-personal data. The protection of this data is of great importance, both commercially and legally. In the event of a data breach, the Company's Data Breach Policy should be followed. A data breach may include (but not be limited to):

- the loss or theft of a physical data record;
- the loss or theft of computer equipment (e.g. laptop), mobile devices (e.g. smartphone or tablet), portable data storage devices (e.g. USB drive), or other data storage devices;
- equipment failure;
- unauthorised access to, use of, or modification of data (or inadequate access controls allowing unauthorised access, use, or modification);
- unauthorised disclosure of data;
- human error (e.g. sending data to the wrong recipient);
- unforeseen circumstances such as fire or flood;
- hacking, phishing, and other 'blagging' offences whereby information is obtained by deception;

If you discover or suspect a data breach, please contact ECCC or complete this Data Breach Report Form and send the completed form to:

Address:

The Cloudfm County Ground

New Writtle Street

Chelmsford

Essex

CM2 0PG

VAT number: 102 1952 17.

Data Protection Officers:

Commercial / Hospitality GDPR Officer:

Name: Darrell Fox

Telephone: 01245 254054

Marketing GDPR Officer:

Name: Ashley Neave

Telephone: 01245 254002

Membership & Ticketing / Shop GDPR Officer:

Name: Rowan Bangs

Telephone: 01245 254040

Cricket Centre GDPR Officer:

Name: Graham Smith

Telephone: 01245 254029

Cricket in the community GDPR Officer:

Name: Graham Smith

Telephone: 01245 254029

Postal Address:

CC: GDPR

The Cloudfm County Ground

New Writtle Street

Chelmsford

Essex

CM2 0PG

Email Address:

GDPR@essexcricket.org.uk

After sending this form, unless and until instructed to by the Company's Data Protection Officers. You should not take any further action with respect to a data breach. In particular, you must not take it upon yourself to notify affected data subjects, the Information Commissioner's Office, or any other individuals or organisations. The Company's Data Protection Officers will determine the steps to be taken to address the data breach, whom to notify, and how.

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| Essex County Cricket Club Data Breach Report Form |
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Your Details

You may complete and submit this form anonymously. If you wish to do so, please put *anonymous* in each of the fields in this section. Please note that if you are submitting this form anonymously, you should not email it as this may identify you. For anonymous submissions, please post this form to ECCC using the below address:

Postal Address:

CC: GDPR

The Cloudfm County Ground

New Writtle Street

Chelmsford

Essex

CM2 0PG

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|-----------------------------|--|
| Title: | |
| Forename(s): | |
| Surname: | |
| Department (if applicable): | |
| Manager or supervisor: | |
| Telephone number: | |
| Email address: | |

| | |
|-----------------------------|--|
| Date of this Breach Report: | |
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Details of Data Breach

Please provide as much detail as you can about the data breach that you have discovered or suspect. The more accurate and specific the information provided in this form, the more quickly and effectively the Company will be able to deal with the data breach.

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| Date and time of data breach: | |
| Date and time data breach discovered: | |
| Is the data breach actual or suspected? | |
| Please provide a summary of the data breach: | |
| What type(s) of data are involved? | |
| Approximately how much data is involved? | |
| Is personal data Involved? | |
| Is sensitive personal data involved? | |
| If personal (or sensitive personal) data is involved, what type(s) of data subject are affected (e.g. customers, employees)? (please do not identify any individual data subjects) | |
| Approximately how many data subjects (if any) are likely to be affected (if known)? (please do not identify any individual data subjects) | |
| What caused the data breach? (please provide as much detail as you can) | |
| Have you or any other member of staff taken any action relating to the breach since discovery other than completing this form? (if yes, please provide as much detail as you can) | |
| Is the data breach ongoing? | |

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| Are you aware of any other data breaches, related or otherwise? (if yes, please provide details) | |
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For Use by the Data Protection Officers

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| Received by: | |
| Date received: | |
| Forwarded for action to (if applicable): | |
| Date forwarded (if applicable): | |