

Incident Report

Identity Theft Prevention (Red Flags Rule) Program

The Red Flags Rule and covered activities are explained on the OBFS Identity Theft web page.

Unit Information

Today's Date: _____

Unit Org Code, Description: _____

Enter the unit Organization code and name that is recorded in Banner. If this form covers several units that all "roll up" to one Org code, provide its "roll-up" number and description as recorded in Banner.

Campus: _____

Unit Contact for Red Flags Rule: _____

Email Address: _____

Phone Number: _____

Request Incident Information

1. Who experienced the suspected or confirmed incident of identity theft?

My unit

A third-party service provider acting for my unit, alerted us.

2. Describe the incident. **Do not** identify any persons whose data was compromised.

3. How did your unit and/or the third-party provider respond?