

Unauthorized Access Incident Report

Information Security Manager of Division	System Manager of Division	System Administrator	Member

Date

To System Management Representative

I hereby report an incident of unauthorized access.

Reporter

Affiliation	
Job title	
Name	

Brief on unauthorized access

Damaged system configurations	<p>Connection configurations to internet :</p> <p><input type="checkbox"/>Constant connection (<input type="checkbox"/>Campus LAN (KUIC) <input type="checkbox"/>Leased circuit connection <input type="checkbox"/>CATV <input type="checkbox"/>ADSL <input type="checkbox"/>Other connection ())</p> <p><input type="checkbox"/>Dial-up connection</p> <p><input type="checkbox"/>Other configurations ()</p> <p>System configuration chart : <u>Attach separate forms if necessary.</u></p>
Date of detection	Year/ Month/ Day/ Time
Detection method	<input type="checkbox"/> Reporter (including affiliation and referral organizations) <input type="checkbox"/> Contact from other web site, external organization etc. <input type="checkbox"/> Log of tools (name of tools :) <input type="checkbox"/> Other methods
Detected contents (Suspicious circumstances)	
Damage situation	<p>Damage status : <input type="checkbox"/>Yes <input type="checkbox"/>No (Attempted)</p> <p>Type of damage (attempted) :</p> <p><input type="checkbox"/>Deprivation, falsification, erasure, destruction of files/data <input type="checkbox"/>Acquisition of authorization <input type="checkbox"/>Service interruption <input type="checkbox"/>Embedding of malicious programs (Trojan horse, backdoor etc.) <input type="checkbox"/>Step ladder <input type="checkbox"/>Resource use (use of files, CPU) <input type="checkbox"/>Open relay <input type="checkbox"/>Email address theft <input type="checkbox"/>Other situations ()</p> <p>Detail of damage :</p>
Cause of damage	
Countermeasures	<p>Conventional measures (Entry is optional.)</p> <p>Preventive measures (Entry is optional.)</p>
Other information	

※Attach documents relating to the unauthorized access, if necessary.

⇒ System management representative will keep this report.

⇒ System Manager of Division will keep the duplicate of this report.