Security breach vs privacy breach

Step 1: A security incident occurs

Something has gone wrong with one of your information security safeguards, for example:

- a lost laptop
- an unlocked cabinet
- a printed health report was left in the staffroom
- an email was sent to the wrong person
- an aunauthorised third party has accessed your business system.

Step 2: Was a learner's personal information involved?

Yes

No

Step 3: Was the learner's personal information lost, accessed, used, altered, or shared?

It's a **security breach only**. Manage the security breach following the processes set out in your information security policy.

Yes

Yes - it is a **security breach and a privacy breach**. Manage the privacy breach following the processes set out in your privacy incident management policy.

No

No - it's a **security breach and a near miss privacy incident**. Manage the near miss privacy incident following the processes set out in your privacy incident management policy.

Unsure

Unsure - it's a **security breach and a potential privacy incident**. Manage the potential privacy incident following the processes set out in your privacy incident management policy.

Privacy Commissioner
Te Mana Mātāpono Matatapu