



# WHAT IS A REPORTABLE INCIDENT?

*“An occurrence that actually or potentially jeopardizes the confidentiality, integrity, or availability of an information system or the information the system processes, stores, or transmits or that constitutes a violation or imminent threat of violation of security policies, security procedures, or acceptable use policies.” FIPS 200*

## 1. STATE DATA

- Theft, Loss, Damage
- Unauthorized Destruction or Modification
- Unintentional or Inappropriate Release
- Possible Acquisition by Unauthorized Individual(s)
- Deliberate or Accidental Distribution or Release of Personal Information
- Intentional Non-Compliance by the Custodian of the Information

**Including electronic, paper, or any other medium** classified as confidential, sensitive, or personal.

## 2. CRIMINAL ACTIVITY

The use of State information assets in the commission of a crime (Penal Code Section 502).

- Unauthorized access involving actions of State personnel and/or unauthorized individuals (e.g., tampering, interference, damage).
- Unauthorized access to State computer data and/or computer systems.
- Successful virus attacks or exploited vulnerabilities, website defacement, denial of service attacks, etc.

## 3. EQUIPMENT

- Theft, damage, destruction, or loss of State-owned information technology equipment (e.g., laptops, tablets, integrated phones, personal digital assistants, **or any electronic devices** containing or storing confidential, sensitive, or personal data).

## 4. INAPPROPRIATE USE

- Circumventing information security controls.
- Misuse of State information assets for personal gain.
- Engaging in unauthorized peer-to-peer activity, obscene, harassing, fraudulent, illegal, or other inappropriate activity.

## 5. OUTAGES AND DISRUPTIONS

- To mission critical systems or public facing web applications lasting more than two hours or that triggers the Department’s emergency response or technology recovery plan(s).

## 6. ANY OTHER INCIDENTS THAT VIOLATE STATE POLICY

**FOR REPORTABLE INCIDENTS, CONTACT THE CAL FIRE  
INFORMATION SECURITY OFFICER 24/7 AT 916-206-5900 (CELL).**