

		National Defence Défense Nationale	<a href="#">Back to the DID List</a>
<b>DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES</b>			
<b>1. TITLE – TITRE</b>		<b>2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION</b>	
SECURITY INCIDENT REPORT		DID 3.39.2.7.6	
<b>3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET</b>			
This report is to be included as part of the response by the contractor in notifying the NWSO and 22 Wing Military Police of physical security incidents that are/have occurred at the NWS Sites upon notification of a condition that jeopardizes site preservation.			
<b>4. APPROVAL DATE DATE D'APPROBATION</b>	<b>5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)</b>	<b>6. GIDEP APPLICABLE D'ÉCHANGE DE DONNÉES PERTINENT</b>	
	NWSO Technical Authority (TA)	N/A	
<b>7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE</b>			
CDRL-NWS SOW Para 3.39 refer.  This DID contains the format and content preparation instructions for the data generated under the work tasks described in the NWS O&M SOW.			
<b>8. ORIGINATOR - AUTEUR</b>		<b>9. APPLICABLE FORMS - FORMULES PERTINENTES</b>	
RCS&S 3-3-4-4		Security Incident Response Form (G)	
<b>10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES</b>			
10.1 <u>Source Document</u> NWS SOW Para 3.39			
10.2 <u>Content and Format</u>			
10.2.1 The Security Incident Response Report shall be prepared and available on-line in Contractor format. The Report shall describe in detail, the Contractor's situational awareness upon notification of an incident occurring or has occurred at a NWS site or location. The report is to be submitted to the NWSO and a copy to the 22 Wing Military Police.			
10.2.2 The Report shall detail the incident which may include but shall not be limited to: <ul style="list-style-type: none"> <li>a. Security Designation of the Report (when completed);</li> <li>b. Type of Security Incident report, i.e. Initial, Follow-up and Final;</li> <li>c. Zone location of incident;</li> <li>d. Site location of incident;</li> <li>e. Date/time of the incident and particulars of who/how it was discovered;</li> <li>f. Date/time and particulars of person who submitted the report;</li> <li>g. Actions taken;</li> <li>h. Work order reference (if applicable);</li> <li>i. External agencies that were informed;</li> <li>j. Brief summary of the incident;</li> <li>k. Assessment of damage and/or impact, the consequences and effect of the security incident; and</li> <li>l. Include other relevant/pertinent information.</li> </ul>			

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| 10.2.3 | Conditions that jeopardizes site preservation that the Contractor initiates an immediate response includes, but not limited to: <ul style="list-style-type: none"><li>a. Heat or power failure;</li><li>b. Loss of power generating redundancy when the last remaining serviceable Diesel Electric Generator (DEG) is brought on line;</li><li>c. Loss of remote monitoring and control capability, either directly or through the loss of communication to the site;</li><li>d. Loss of structural integrity of sites which would expose equipment and facilities to damage;</li><li>e. Fire alarms;</li><li>f. Fuel spills, low fuel levels or suspected fuel leaks; and</li><li>g. Detection of intrusion by intruders.</li></ul> |
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