

Incident Response Team Worksheet

Incident response roles and responsibilities are best defined before an incident ever happens, so there can be no confusion as to who will take responsibility, and when.

Role	Primary Contact	Secondary Contact
Executive Sponsor	<input type="text" value="name"/> <input type="text" value="email"/>	<input type="text" value="name"/> <input type="text" value="email"/>
Team Lead	<input type="text" value="name"/> <input type="text" value="email"/>	<input type="text" value="name"/> <input type="text" value="email"/>
Information Technology	<input type="text" value="name"/> <input type="text" value="email"/>	<input type="text" value="name"/> <input type="text" value="email"/>
Security	<input type="text" value="name"/> <input type="text" value="email"/>	<input type="text" value="name"/> <input type="text" value="email"/>
Privacy	<input type="text" value="name"/> <input type="text" value="email"/>	<input type="text" value="name"/> <input type="text" value="email"/>
Legal	<input type="text" value="name"/> <input type="text" value="email"/>	<input type="text" value="name"/> <input type="text" value="email"/>
Human Resources	<input type="text" value="name"/> <input type="text" value="email"/>	<input type="text" value="name"/> <input type="text" value="email"/>
Customer Success	<input type="text" value="name"/> <input type="text" value="email"/>	<input type="text" value="name"/> <input type="text" value="email"/>
Public Relations or Marketing	<input type="text" value="name"/> <input type="text" value="email"/>	<input type="text" value="name"/> <input type="text" value="email"/>