

**ENTERPRISE POLICY – P4500 SECURITY – COMPUTER AND OPERATIONS
MANAGEMENT**

**P4590 – CYBERSECURITY INCIDENT AND BREACH RESPONSE
MANAGEMENT AND REPORTING**

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I. AUTHORITY

Authority: Idaho Code § 67-831 through § 67-833

II. ABSTRACT

The State of Idaho considers an incident or breach that occurs within an Agency a serious matter. This policy ensures that an Agency/Agency IT Security Coordinator establishes incident response guidelines.

III. DEFINITIONS

See ITA Guideline [G105](#) (ITA Glossary of Terms) for definitions.

IV. POLICY

1. State agencies must document incident response guidelines that define their agencies roles and responsibilities if an incident or breach does occur.
2. State agencies must investigate and report their findings on incidents and breaches in accordance with policies and standards for reporting.

V. EXEMPTION PROCESS

Refer to ITA Policy [P1010](#) (Information Technology Policies, Standards, and Guidelines Framework).

VI. REFERENCE DOCUMENTS

- Idaho Code § [28-51-104](#), § [28-51-105](#), § [28-51-106](#), and § [28-51-107](#); Definitions, Disclosure of Breach of Security of Computerized Personal Information by an Agency, Individual or Commercial Entity, Procedures Deemed in Compliance with Security Breach Requirements, and Violations respectively
- ITA Policy [P4110](#) (Agency IT Security Coordinator)
- ITA Standard [S6010](#) (Cybersecurity Incident and Breach Response Management and Reporting)

VII. CONTACT INFORMATION

For more information, contact the ITA Staff at (208) 605-4064.

VIII. REVIEW CYCLE

Twelve (12) months

IX. REVISION HISTORY

May 31, 2022 - Simplified Abstract; clarified agency roles; updated references.

Effective Date: May 30, 2019