

Incident Priority Template

During the identification and prioritization of the action items, use the template below with **LOW**, **MEDIUM**, and **HIGH** as the priority scale.

Incident ID	Incident Details	Current State	Desired State	Impact	Priority	Actions	Status	Recommendations

Functional Impact of the Incident

IH&R teams should consider how an incident affects business continuity and the functionality of compromised systems. Use the below format considering **None, Low, Medium, and High** as the priority scale.

Incident ID	Incident Details	Assets Affected	Priority	Actions Needed	Status

Information Impact of the Incident

This includes incidents associated with sensitive data exfiltration by a malicious agent that can compromise the confidentiality, integrity, and availability of organizational information. Use the below format considering **None, Privacy Breach, Proprietary Breach, and Integrity Loss** as the priority scale.

Incident ID	Incident Details	Impact	Priority	Actions Needed	Status

Recoverability Effort Categories

Incident handlers should estimate the efforts necessary to recover from an incident and carefully weigh recovery time. Use the following format considering **Regular, Low, Medium, and High** as the recovery effort category for the incidents.

Incident ID	Incident Details	Impacted Resources	Recovery Effort Category	Actions Needed	Status