

# Reporting a Cyber Security Incident

## Мали Інцидент пов'язаний з кібербезпекою?

1. Scrutinize all correspondence and phone calls. Not all contact is friendly.

2. Know and be on the lookout for indicators of a potential “social engineering” attack:

- The communication is from an unknown user, organization, or from someone with an unusual email and asks you to do something. The email has links with an unusual URL. The correspondence expresses an unusual level of urgency or seems too good to be true.

### DO NOT RESPOND TO SOCIAL ENGINEERING ATTACKS

3. Any suspicious contact that appears to be in any way related to Ivan Franko Homes – on personal or business platforms should be reported to your manager and the IT department.

Include:

- A detailed description of what happened
- A description of what your response was
- A screenshot, if available, of what you observed
- Your contact information
- The date and time of your observation, where it took place, and any “impact” it may have had on you, or your work

**REPORT IN PERSON and if possible BY EMAIL TO:**



**[it.department@ivanfrankohomes.com](mailto:it.department@ivanfrankohomes.com)**