

Regulatory Loss Incident Submission

Incident Details

| | |
|---------------------------|-----------------------------|
| Incident Reference | [Insert Reference Number] |
| Date of Incident | [DD/MM/YYYY] |
| Date of Discovery | [DD/MM/YYYY] |
| Location / Business Unit | [Specify Location/Unit] |
| Reported By | [Name and Position] |
| Notified To (Regulator/s) | [Regulatory Authority Name] |
| Notified On | [DD/MM/YYYY] |

Description of Incident

| | |
|-------------------------|--|
| Description | [Brief description of the incident] |
| Immediate Actions Taken | [Actions to contain or mitigate the incident] |
| Root Cause | [Describe identified cause(s)] |
| Impact Assessment | [Financial, reputational, regulatory impact, etc.] |

Loss Details

| | |
|--------------------------------|--|
| Estimated / Actual Loss Amount | [Currency & Amount] |
| Type of Loss | [Operational, Legal, Compliance, etc.] |
| Additional Comments | [Any further relevant information] |

Important Notes

- Ensure all details are accurate and verified prior to submission.
- Report incidents to the relevant regulatory body as soon as practicable.
- Maintain confidentiality throughout the investigation and reporting process.
- Document any follow-up actions or remediation in subsequent updates.
- Retain a copy of this submission and supporting documents for audit purposes.