**Notification of a breach**

Please complete and return this form to: compliance@ea.govt.nz

Notification date:

**Contact details**

Name of reporting participant:

Contact name:

E-mail:

Phone:

Mobile:

**Industry participant alleged to be in breach**

Participant name:

**Alleged breach occurred**

Date:

Time:

**Code provision, rule(s) or regulation(s) allegedly breached**

1.

2.

3.

**Description of circumstances**

* *Please supply as much detail as possible. If information is insufficient the Authority may request further details.*

**Supporting attachments**

* *Where applicable eg, working orders, database screenshots, graphs.*

**Market or operational impact**

* *Please provide an assessment on what impact the alleged breach/es had on the market or industry operations.*

**Resolution to this event**

* *Please describe the steps taken to minimise or resolve the impact.*

**Steps taken to prevent recurring**

* *Please describe the steps taken to prevent recurrence eg, system upgrades, process improvements, training.*

**Confidentiality**

* *Please identify any information you consider confidential.*