

Third-Party Incident Response Commitment Letter

Date:

To:

From:

Subject: Incident Response Commitment

Dear ,

This letter serves to confirm our commitment to the incident response process for any security incidents that may impact the confidentiality, integrity, or availability of your data, as processed by us in our capacity as a third-party service provider.

1. Notification

We commit to promptly notify you upon discovery of any security incident involving your data. Our notification will include relevant details to the extent known at the time.

2. Cooperation

We will fully cooperate with your investigation and response to the incident. This includes sharing information and supporting joint response efforts as appropriate.

3. Mitigation

We will act promptly to contain and mitigate any incident to prevent further impact.

4. Root Cause Analysis and Remediation

We will conduct a root cause analysis and implement remedial actions to prevent recurrence.

5. Documentation

We will document all findings and actions taken in response to the incident and provide you with a summary report upon request.

Please contact us at for any inquiries regarding our incident response commitment.

Sincerely,

Name:

Title:

Company:

Date:
