



# How to Report a Wastewater Cybersecurity Incident to NYS DEC

Follow these steps:

1. **Within 24 hours, complete the online Cybersecurity Incident Reporting Form at <https://dec.ny.gov/environmental-protection/water/water-quality/wastewater-treatment-resources/wastewater-cybersecurity-resources/cyber-incident-reporting>.**



*This must be completed **within 24 hours** of becoming aware of the incident.*

- Report details to the extent known at this time.
- You will receive a Submission Tracking ID number. Write it down.

2. **Call your Regional Water Engineer (RWE).**

*This phone call must take place **within 24 hours** after becoming aware of the incident.*

- If you do not know how to reach or are unable to reach your RWE, call DEC Dispatch at **1-844-332-3267**.
- You do not need to repeat the information submitted in the online form. You only need to identify yourself and your facility and inform your RWE or dispatch that you have reported online.

3. **Within 30 days, complete the 30-day Cybersecurity Incident Report at <https://dec.ny.gov/environmental-protection/water/water-quality/wastewater-treatment-resources/wastewater-cybersecurity-resources/cyber-incident-reporting>.**

*This report must be completed **within 30 days** after becoming aware of the incident.*

- You will need to enter the Submission Tracking ID from your initial report.
- Report details to the extent known at this time.
- You do not need to make a phone call to confirm that you submitted the 30-day report.