

# PII Incident Reporting

**For the general public reporting PII incidents, use the GPO customer help process.**

- To report a privacy incident, access the GPO customer help “[Ask A Question](http://gpo.custhelp.com/cgi-bin/gpo.cfg/php/enduser/ask.php)” at the GPO’s public website.  
(<http://gpo.custhelp.com/cgi-bin/gpo.cfg/php/enduser/ask.php>)
- Complete the report and keep your Question Reference number once received from your email provider.

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## **What’s a PII Incident?**

When personally identifiable information is discovered in publications and online content distributed or disseminated through the Federal Depository Library Program (FDLP).

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## Privacy (PII) Incident Report: Provide Details

- When reporting a Privacy (PII) incident, provide as much detailed information as possible about what occurred, when did the incident occur and what information was compromised.
- Any paper documentation, webpage URL or system process information from the breached should be reported to GPO.
- GPO will take appropriate action to mitigate the effects of the incident and report its findings as determined by the GPO Privacy Office.