Frequently Asked Questions on Reporting of Incidents and Cyber Threats

How do I access the reports?

Register yourself as a user to the Reporting Portal and have a signatory delegate reporting authorization (called "DORA incident och cyberhot") to you. Then log in to the Reporting Portal and click FIDAC. More information can be found in our guide and video guide.

How should date and time be entered?

Date and time is entered in this format YYYY-MM-DDThh:mm:ss.0Z while just time is in this format hh:mm:ss. An example for date and time is 2025-03-17T09:45:00.0Z and an example for just time is 09:45:00.

Do we need to re-enter data for the Initial notification, in the Intermediate report?

No, the Initial notification can be saved as a JSON file via the form and then be uploaded to the Intermediate report to re-use the data. The same procedure can be used from the Intermediate report to the Final report.

Where can I find the Reference code needed for the Intermediate and Final reports?

The Reference code is included in the email notification sent to the email address entered in the contact form. It is included in the email header and in a bulleted list containing details of the submitted report.

If the email containing the Reference code was accidentally deleted, what do we do?

It is possible to recreate the Reference code manually. Go to the Initial notification, click "Details" in the first column and copy the Submission-ID

(a Submission ID can for example look like this 2025-0317-671a-304a). Remove the initial year in the ID and the hyphens so it looks like this 0317671a304a. Add the word CAFIX at the start of the ID and the Reference code has been recreated, looking like this: CAFIX0317671a304a

Can we submit the reports with JSON files?
Yes, the reports can be submitted using a JSON file via the form. The fields in the form are automatically populated with the data and the report can be submitted.

How do we revise either the Initial or Intermediate report?
It is not possible to revise these reports, instead the data can be updated (revised) when the next report is submitted. For example, the data for the Initial notification can be updated when the Intermediate report is submitted. In the same way, data for both the Initial notification and the Intermediate report can be updated when submitting the Final report. Read more about this along with a flow chart in the guide.