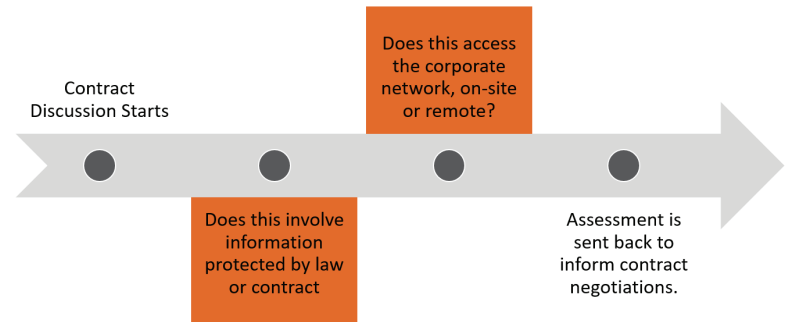




VENDOR RISK MANAGEMENT INITIAL SCOPING QUESTIONNAIRE


If you are looking to partner with a new vendor, it is important to have an in-depth understanding of the service specifications to ensure the lowest risk to your organization. In the diagram on the right, the orange sections signify when you need to bring Cybersecurity/IT teams into the conversation. The following questions are designed to help scope initial contract discussions by focusing on relevant areas. This is not an exhaustive list, and you should ask additional questions to vet your vendor.



1. Will remote access be necessary to use, install, or support this application or service?
2. Will user accounts need to be created to use, install, or support this application or service? Will any accounts require administrative rights?
3. Will any information be sent to, or support be provided from, outside of the US?
4. Please provide a high-level data flow for this application or system, if applicable. The intent is for a logical diagram of when data will enter and exit the application within our environment.
5. What is the criticality of this application? If this application or system goes down what is the impact to operations?
6. What type of data will be stored, transmitted, or processed by this application?
7. Are there any contracts or regulations that govern the use of this application or service?
8. Are there any alert email addresses that we need to ensure are not blocked?

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