

# Risk Assessment Business & IT Impact Questionnaire

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**2025**

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# ENTERPRISE Business and IT Impact Questionnaire

## Impact - Risk

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Once these forms are completed, a summary of the major functions with the Impact to ENTERPRISE should be prepared<sup>2</sup>.

Function Application	Metric	Key User(s)	Risk Score
<b>Sales Status</b>	Units and Dollar Volumes	Executive Management Sales	<b>1</b> <b>1</b>
<b>Inventory</b>	On Hand Balances	Distribution Sales Customer Service	<b>2</b> <b>2</b> <b>2</b>
<b>Corporate Offices</b>	Head Count	CEO	<b>2</b>
<b>Manufacturing Plant</b>	% of Finished Goods Produced	VP Manufacturing	<b>1</b>
<b>Customer Data</b>	A/R Balances	Credit Sales	<b>3</b>
<b>Liquid Assets</b>	Treasury Balances	CFO	<b>2</b>
<b>Supplier</b>	A/P Balances	CFO	<b>3</b>

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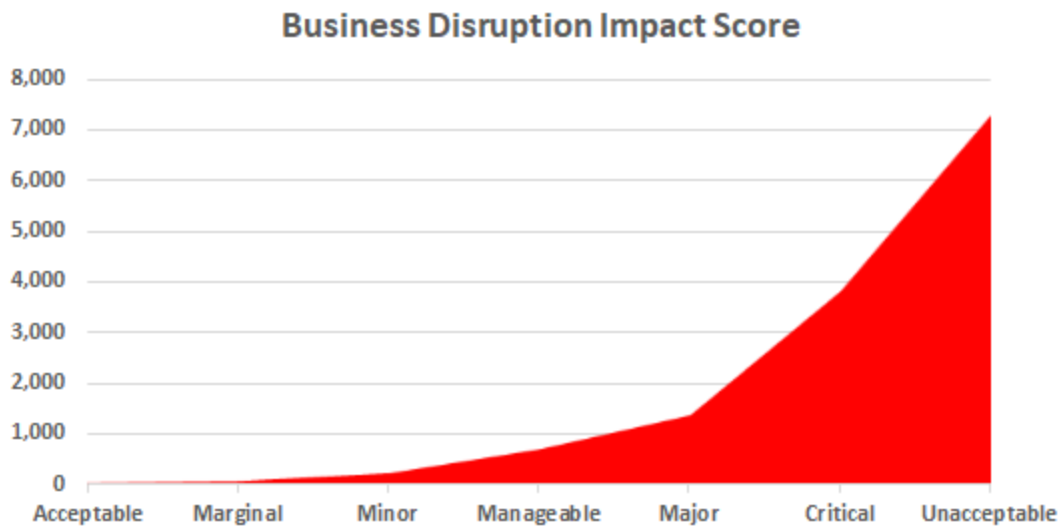
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<sup>2</sup> Impact is defined as the risk the ENTERPRISE if that function or application became unavailable.

# ENTERPRISE Business and IT Impact Questionnaire

## Impact – Cost of Business Disruption

The impact of disruption can range from acceptable to critical and unacceptable. A methodology and scorecard should be established to define the Business Disruption Impact. Below is an example of a methodology that has been followed. The worksheet used to create this is provided in Excel format.



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Qualitative Score: 1 - Marginal Impact; 2 - Acceptable Impact; 3 - High Impact; and 4 - Catastrophic Impact	Length of disruption						
	2 Hours	4 hours	8 hours	1 day	2 days	1 week	Longer
<b>Qualitative</b>							
Impact of disruption	2	2	3	3	4	4	4
Impact to other activities	1	2	2	2	3	3	4
How will this impact reputation	1	2	4	4	4	4	4
How difficult will it be to catch up backlog	1	1	3	4	4	4	4
<b>Score</b>	<b>5</b>	<b>7</b>	<b>12</b>	<b>13</b>	<b>15</b>	<b>15</b>	<b>16</b>
<b>Quantitative</b>							
Lost Revenue							300,000
Contractual penalties							50,000
Repair expenses							5,000
Additional operating expenses							100,000
<b>Dollar Impact</b>							<b>455,000</b>
<b>Impact score</b>							<b>7,280</b>

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Preparer: \_\_\_\_\_ Date: \_\_\_\_\_

# ENTERPRISE Business and IT Impact Questionnaire

The purpose of this questionnaire is to determine the criticality of the applications used at ENTERPRISE. The information provided will be used to develop an Application Inventory that can be used in the Disaster Recovery Plan that minimizes the impact of the loss of this application in the event of a disaster. **(PLEASE USE ADDITIONAL BLANK PAPER OR ATTACHMENTS WHEREVER NECESSARY)**

Facility / Business Function / Application

Name: \_\_\_\_\_

Provide a brief description/purpose – mission: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are the main functions? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Was this developed in-house or, do you hold the plans, source code etc: \_\_\_\_\_

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If the application is a purchased package, are there extensive modifications to this application (briefly describe modifications): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What programming language was used to create the application? \_\_\_\_\_  
\_\_\_\_\_

How old is this application (maturity)? \_\_\_\_\_

Who is the owner of this application (i.e. Joe Smith of Accounting)? \_\_\_\_\_  
\_\_\_\_\_

Preparer: \_\_\_\_\_ Date: \_\_\_\_\_

# ENTERPRISE Business and IT Impact Questionnaire

## Compliance Requirements

Has the application/data been reviewed to meet US Federal compliance requirements?  YES  NO  N/A

If yes are there any outstanding issues? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the application/data been reviewed to meet the US State compliance requirement?  YES  NO  N/A

If yes are there any outstanding issues? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the application/data been reviewed to meet EU compliance requirements?  YES  NO  N/A

If yes are there any outstanding issues? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the application/data been reviewed to meet ISO compliance requirements?  YES  NO  N/A

If yes are there any outstanding issues? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the application/data been reviewed to meet ISO compliance requirements?  YES  NO  N/A

If yes are there any outstanding issues? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Note: This segment of information would be helpful if provided for each application)

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# ENTERPRISE Business and IT Impact Questionnaire

## Application / File Servers Continued

Host Name: _____		Reviewer Name: _____		Date: _____
IP Address / Mask	User Types	Administrative Contact	Connectivity	Physical Location
_____ _____ (mask)	<input type="checkbox"/> Public <input type="checkbox"/> Customers <input type="checkbox"/> Employees <input type="checkbox"/> Groups Employees <input type="checkbox"/> Specific Employees <input type="checkbox"/> _____	Name: _____ Email: _____ Phone: _____	<input type="checkbox"/> Internet <input type="checkbox"/> Intranet <input type="checkbox"/> Modem In Bound <input type="checkbox"/> Modem Out Bound <input type="checkbox"/> Other: _____	Address: _____ Contact: _____ Phone: _____
IP Address Range	Operating System	Version / Reviewed	Application	Version / Reviewed
_____ _____ to _____	<input type="checkbox"/> Windows WS <input type="checkbox"/> Windows Server <input type="checkbox"/> Unix <input type="checkbox"/> Lynx. <input type="checkbox"/> Other _____	Ver: _____ <input type="checkbox"/> Yes <input type="checkbox"/> No Ver: _____ <input type="checkbox"/> Yes <input type="checkbox"/> No Ver: _____ <input type="checkbox"/> Yes <input type="checkbox"/> No Ver: _____ <input type="checkbox"/> Yes <input type="checkbox"/> No Ver: _____ <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	Ver: _____ <input type="checkbox"/> Yes <input type="checkbox"/> No Ver: _____ <input type="checkbox"/> Yes <input type="checkbox"/> No Ver: _____ <input type="checkbox"/> Yes <input type="checkbox"/> No Ver: _____ <input type="checkbox"/> Yes <input type="checkbox"/> No Ver: _____ <input type="checkbox"/> Yes <input type="checkbox"/> No
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# ENTERPRISE

## Business and IT Impact Questionnaire

### What's New

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#### 2025

- ✚ Updated electronic forms

#### 2024

- ✚ Updated electronic forms

#### 2023

- ✚ Added a section on scoring the Impact and cost of a business disruption including a spreadsheet tool

#### 2022

- ✚ Updated to address risks

#### 2021

- ✚ Update to address Covid related risks

#### 2020

- ✚ Updated to address CCPA and GDPR issues
- ✚ Updated electronic forms