

## Risk Register and Treatment Template

## Document Template Information

**Document Title** FOOD INDUSTRY RISK ASSESSMENT MATRIX

**Document No:01**

**Issued By:** GRACE ANNE GARCHITORENA, ERICKA FORMANES,  
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**Approved By:** JULIUS A. SARENO

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## Risk Management Information

**Business Unit:**

**Document No: 1**

**Revision No: 0**

## Revision History

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Information Asset Register Phase										Risk Assessment Phase										Risk Treatment Phase										Budget
			Asset Value						Identify the Threats				Identify the Vulnerabilities		Risk Assessment		ACTION PLAN													
No.	Asset Class.	Asset	C	I	A	Score	Asset Value	Asset Owner	Source	Threats	Source	Vulnerability	Probability/Likelihood	Impact/Harm	Asset Value	Score	Risk Level	Proposed Action	Action Items (Resource Requirement)	Person Responsible	Schedule	Monitoring								
1	People	Food Servers	2	2	2	8	Medium	HR Manager	P	Poor Customer Service	P	Employee Attitude / lack of empathy	2	2	2	8	Medium	Reduce	Conduct communication skills seminar lessons	HR	Quarterly	Every January, April, July and October	40,000							
											P	Insufficient knowledge of menu items and specials	1	2	2	4	Low	Reduce	Regular training to staff on menu items and specials	Supervisor	Weekly	Every Monday	20,000							
											P	Lack of training	1	2	2	4	Low	Reduce	Conduct customer service training session	HR	Quarterly	Every March, June, September and December	40,000							
									P	Non-compliance with uniform policy	P	Lack of uniform policy	1	2	2	4	Low	Avoid	Develop a comprehensive uniform policy	Business Owner	Annually	Every 3rd Week of January	0							
											P	Lack of regular monitoring and enforcement of hygiene standards	1	2	2	4	Low	Avoid	Conduct regular inspection	Supervisor	Daily	Every 8 AM in the morning	24,000							
											P	Lack of awareness	1	2	2	4	Low	Reduce	Conduct a training and awareness program	HR	Semi-Annually	1st week of March and September	30,000							
									P	Physical injury due to wet tiles	P	Lack of proper slip-resistant footwear	1	1	2	2	Low	Avoid	Implement a footwear policy	Business Owner	Semi-Annually	3rd week of May and November	0							
											P	Inadequate cleaning and maintenance procedures for floors	2	2	2	8	Medium	Avoid	Establish and implement a regular floor cleaning and maintenance schedule	Food Safety Manager	Weekly	Every Saturday	30,000							
											P	absence of clear warning signs for wet floors	1	1	2	2	Low	Avoid	Conduct regular safety inspection	Food Safety Manager	Weekly	Every Monday	30,000							
		Cook/ Chef	3	3	3	27	High	Owner	P	Poor Quality of Food	P	Lack of training in food preparation and safety	2	2	3	12	Medium	Reduce	Conduct a seminar on food preparation and safety	HR	Quarterly	1st Month of the Quarter	40,000							
											P	Inadequate storage and handling	2	3	3	18	Medium	Avoid	Implement proper food storage and handling procedures.	Food Safety Manager	Monthly	Every 1st Week of the Month	30,000							
											P	Irregular maintenance of cooking equipment	2	2	3	12	Medium	Avoid	Establish a routine schedule for all cooking equipment	Business Owner	Weekly	Every Monday	0							
									P	Poor Hygiene and Cleanliness	P	Inadequate training on sanitation practices	2	3	3	18	Medium	Reduce	Conduct a training program focusing on proper hygiene	HR	Quarterly	3rd Month of the Quarter	40,000							
											P	Insufficient equipment cleaning and sanitation	2	3	3	18	Medium	Avoid	Purchase and use effective cleaning equipment and supplies.	Food Safety Manager	Monthly	Every 1st Week of the Month	30,000							
											P	Lack of regular monitoring	2	3	3	18	Medium	Reduce	Conduct regular monitoring and implement policies and procedures	Food Safety Manager	Everyday	Every 8 AM in the morning	30,000							
									P	Contamination of Food	P	Inadequate cleaning and sanitation of equipment and work surface	2	3	3	18	Medium	Avoid	Conduct regular safety inspection	Food Safety Manager	Everyday	Every 10 AM in the morning	30,000							
											P	Inadequate personal hygiene	2	2	3	12	Medium	Reduce	Implement a comprehensive cleaning and sanitization policy	Food Safety Manager	Everyday	Every Morning	30,000							
											P	Inadequate temperature control	2	3	3	18	Medium	Avoid	Implement and enforce strict temperature control measures	Food Safety Manager	Monthly	1st Week of the Month	24,000							

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No.	Asset Class.	Asset	Asset Value				Asset Value	Asset Owner	Source	Threats	Source	Identify the Vulnerabilities		Risk Assessment		Risk Level	Proposed Action	ACTION PLAN					
			C	I	A	Score						Vulnerability	Probability/Likelihood	Impact/Harm	Asset Value			Score	Action Items (Resource Requirement)		Person Responsible	Schedule	Monitoring
2	Physical	Inventory	2	3	3	18	Medium	Supply Chain Manager	T	Stockouts	E	Not optimizing inventory levels	2	2	2	8	Medium	Reduce	Utilize Inventory Management Systems	Inventory Manager	Monthly	Every end of the month	80,000
											E	Overreliance on a single supplier	2	3	2	12	Medium	Reduce	Identify alternative suppliers with similar capabilities	Procurement Manager	Semi-Annually	Monthly	30,000
											E	Supplier Communication Issues	1	2	2	4	Low	Reduce	Define Clear Expectations and Requirements	Project Manager	beginning of each project	At the beginning of each new project	10,000
									T	Inaccurate Record-keeping	P	Insufficiently trained personnel	1	1	2	2	Low	Reduce	Develop comprehensive training programs	HR Manager	Annually	Every September	100k
											P	Lack of standardized recording processes	3	2	2	12	Medium	Reduce	Implement regular audits to ensure adherence to standardized procedures	Operations Manager	Monthly	Weekly	100K
											P	Manual Data Entry Errors	2	2	2	8	Medium	Reduce	Conduct regular audits and quality checks of inventory data	Quality Assurance Manager	Quarterly	1st Month of the Quarter	30,000
									T	Outdated Inventory	T	Ineffective Product Lifecycle Management	2	1	2	4	Low	Reduce	Conduct regular assessments of product lifecycles	Product Manager	Semi-Annually	2nd week of March and September	20,000
											T	Poor synchronization between systems	2	3	2	12	Medium	Reduce	Upgrade or implement integration tools that support real-time synchronization	IT Manager	Quarterly	Weekly	80,000
											T	Inaccurate Shelf Life Tracking	2	2	2	8	Medium	Reduce	Set up automated alerts and notifications	Systems Administrator	Quarterly	Everyday	50,000
		Point-of-Sale (POS) Equipment	3	2	2	12	Medium	IT Manager	E	Data Breaches	T	Inadequate Cybersecurity Measures	2	3	2	12	Medium	Reduce	Regular Security Audits and Penetration Testing	IT Security Manager	Semi-Annually	3rd week of March and September	80,000
											T	Inadequate access controls	3	3	2	18	Medium	Reduce	Conduct a comprehensive access control assessment	Chief Information Security Officer	Quarterly	Weekly	50,000
											T	Lack of employee awareness and training	2	2	2	8	Medium	Reduce	Train employees on incident response procedures	Chief Security Officer	Annually	Every January	20,000
									E	System Downtime	T	Outdated Technology Infrastructure	2	2	2	8	Medium	Reduce	Invest in Modern Systems and Software	IT Director	Every 3-5 years	Every 3-5 years	150k
											T	Lack of disaster recovery plans	2	3	2	12	Medium	Reduce	Conduct a risk assessment to identify potential disaster scenarios	IT Director	Quarterly	Monthly	50,000
											T	Inadequate Maintenance Practices	2	2	2	8	Medium	Reduce	Create detailed documentation of maintenance procedures	Technical Writer	Monthly	Everyday	20,000
									E	Employee Theft or Fraud	P	Poor Background Checks	2	2	2	8	Medium	Reduce	Utilize Professional Background Screening Services	HR Manager	Per hiring process	Per hiring process	70,000
											P	Lack of internal controls	3	3	2	18	Medium	Reduce	Establish a continuous monitoring system for internal controls	Internal Auditor	Quarterly	Monthly	50,000
											P	Insufficient monitoring of employee activities	2	2	2	8	Medium	Reduce	Define and communicate the company's policies	Compliance Officer	Annually	Every March	10,000

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			C	I	A	Vulnerability							Probability/Likelihood	Impact/Harm	Asset Value	Score	Action Items (Resource Requirement)			Person Responsible		Schedule	Monitoring	
3	Software	Inventory Management System	3	3	3	27	High	Supply Chain Manager	P	Unauthorized Access	T	Weak User Authentication Measures	2	2	3	12	Medium	Reduce	Enforce strong password policies and implement multi-factor authentication.	IT Security Manager	Quarterly	Last Month of the Quarter		50,000
											P	Inadequate User Training	2	3	3	18	Medium	Reduce	Provide comprehensive training on security practices and the importance of protecting login credentials.	Cybersecurity Trainer	Semi-Annually	1st week of February and August		40,000
											P	Inadequate Access Controls	2	2	3	12	Medium	Reduce	Regularly review and update access permissions based on the principle of least privilege.	IT Security Manager	Semi-Annually	3rd week of January and July		60,000
									T	Data Loss or Corruption	T	Insufficient Data Backup and Recovery Mechanisms	2	3	3	18	Medium	Reduce	Establish a robust data backup strategy, including regular offsite backups.	Data Backup Administrator	Semi-Annually	Last week of the Month		500K
											P	Unsecured Data Transmission	2	3	3	18	Medium	Avoid	Avoid transmitting sensitive data over unsecured networks whenever possible.	Network Administrator	As Needed	Everyday		0
											T	Lack of Encryption for Sensitive Inventory Information	2	3	3	18	Medium	Reduce	Implement encryption protocols to protect sensitive inventory data.	IT Security Manager	Quarterly	Everyday		40,000
									T	Software Integration Issues	P	Poorly managed integration with other business systems	2	3	3	18	Medium	Reduce	Develop a comprehensive and detailed integration plan.	IT Project Manager	At the beginning	Continuous		20,000
											P	Lack of Regular Monitoring	2	2	3	12	Medium	Accept	Accept that some minor integration issues may occur and focus on rapid resolution.	IT Project Manager	As Needed	As needed		0
											T	Incompatibility with updates or changes in external systems	1	2	3	6	Low	Reduce	Design a modular and flexible integration architecture.	Systems Architect	At the beginning	Continuous		100K
		Payroll Software	2	3	3	18	Medium	The Organization	T	System Unavailability	T	Relying on a Single Server or System	1	3	2	6	Low	Reduce	Utilize multiple servers and/or a failover cluster.	Server Administrator	As Needed	Everyday		1M
											P	Lack of Regular System Updates	1	3	2	6	Low	Reduce	Implement regular software updates to patch vulnerabilities and improve system stability.	IT Security Manager	Monthly	Continuous		50,000
											P	Cybersecurity Attacks	2	3	2	12	Medium	Reduce	Implement advanced cybersecurity measures like intrusion detection system.	IT Security Manager	Semi-Annually	1st week of January and July		500K
									P	Compliance Violations	P	Inefficient Monitoring and Auditing	2	3	2	12	Medium	Reduce	Conduct regular internal audits and establish clear audit trails.	Compliance Manager	Semi-Annually	2nd week of January and July		50,000
											P	Lack of Compliance Expertise	1	3	2	6	Low	Transfer	Outsource compliance management to a specialized service.	Compliance Manager	Annually	Every September		360K
											P	Outdated Compliance Information	1	3	2	6	Low	Reduce	Implement automated systems to track and update compliance information promptly.	Compliance Manager	Quarterly	Third week of the Month		45,000
									P	Insider Threats	P	Insider Knowledge Exploitation	2	3	2	12	Medium	Reduce	Monitor and restrict access to sensitive informations.	IT Security Manager	Monthly	Everyday		50,000
											P	Lack of Whistleblower Protection	2	3	2	12	Medium	Reduce	Establish a clear whistleblower protection policy to encourage reporting of suspicious activities.	HR Manager	Annually	Continuous		50,000
											P	Inadequate Employee Screening	2	2	2	8	Medium	Reduce	Conduct thorough background checks on potential employees.	HR Manager	Per hiring process	At the last step of hiring process		30,000

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			C	I	A							Vulnerability	Probability/ Likelihood	Impact/Harm	Asset Value			Score	Action Items (Resource Requirement)	Person Responsible	Schedule		Monitoring
4	Services	Backup Power Generator	2	2	3	12	Medium	Business Owner	T	Generator failure during power outage	P	Infrequent testing and maintenance of the generator	2	2	2	8	Medium	Avoid	Regularly check and maintain the backup generator	Maintenance Manager	Weekly	Every Saturday	30,000
											P	Inadequate fuel storage and monitoring	2	2	2	8	Medium	Reduce	Establish a regular maintenance schedule for fuel storage tanks and equipment	Operation Manager	Weekly	Every Saturday	30,000
											P	Lack of training for personnel on generator operation and troubleshooting	2	2	2	8	Medium	Avoid	Create a thorough training plan for the team in charge of the backup power generator.	Operation Manager	Monthly	Every Morning	30,000
									E	Generator fuel contamination	P	Improper fuel storage	2	3	2	12	Medium	Reduce	Store fuel in a cool, dry place away from heat sources.	Maintenance Manager	Daily	Everyday	30,000
											P	Failure to use proper fuel grade	1	3	2	6	Low	Avoid	Use the fuel grade recommended by the generator manufacturer.	Maintenance Manager	As needed	As needed	50,000
											P	Failure to address fuel quality issues	2	2	2	8	Medium	Reduce	Regularly test fuel quality and replace it if necessary.	Maintenance Manager	Weekly	Every 7 AM in the morning	40,000
									T	Generator overload	P	Exceeding generator capacity	1	3	2	6	Low	Avoid	Install a larger generator	Electrician	At the beginning	At the beginning	500,000
											P	Inadequate load balancing	1	3	2	6	Low	Avoid	Distribute the load evenly across the generator	Electrician	As needed	As needed	30,000
											P	Failure to consider peak demand periods	2	2	2	8	Medium	Reduce	Schedule maintenance during off-peak hours	Maintenance Manager	Daily	Every 10 PM	30,000
		Air conditioning system	2	2	3	12	Medium	Food Manager	T	Improper maintenance	P	Lack of regular cleaning	2	2	2	8	Medium	Reduce	Implement a regular cleaning schedule	Food Safety Manager	Weekly	Every Monday	30,000
											P	Inadequate disinfection	2	2	2	8	Medium	Avoid	Enforce a thorough cleaning and disinfection plan for AC units.	Food Safety Manager	Monthly	Every 1st week of the Month	30,000
											P	Neglected maintenance schedules	3	2	2	12	Medium	Avoid	Establish a preventive maintenance schedule for AC systems.	Food Safety Manager	Quarterly	Every 1st week of the Month	30,000
									E	Temperature fluctuations	E	Food spoilage	2	2	2	8	Medium	Reduce	Maintain consistent temperature control within the recommended range.	Food Safety Manager	Daily	Every hour	30,000
											P	Compromised food safety	2	2	2	8	Medium	Avoid	Conduct temperature checks	Food Safety Manager	Daily	Every hour	30,000
											P	Inconsistent food quality	2	2	2	8	Medium	Reduce	Monitor and maintain consistent temperature control throughout the storage and preparation areas. Conduct a training program to educate personnel on the proper handling and storage procedures for refrigerants.	Food Safety Manager	Daily	Every 3 hours	30,000
									E	Refrigerant leaks	T	Toxic fume exposure	1	2	2	4	Low	Reduce	Choose environmentally friendly refrigerants with lower GWP.	HR	Quarterly	1st week of the month	30,000
											T	Air conditioning system damage	3	3	2	18	Medium	Avoid	Establish a Routine Inspection Protocol	Business Owner	As needed	As needed	300,000
											T	Reduced cooling capacity	2	2	2	8	Medium	Reduce	Choose environmentally friendly refrigerants with lower GWP.	Maintenance Technician	Twice a month	Every Saturday	30,000

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			C	I	A				Threats	Vulnerability		Probability/Likelihood	Impact/Harm	Asset Value	Score	Risk Level	Proposed Action	Action Items (Resource Requirement)	Person Responsible		Schedule	Monitoring	
5	Image	Product Quality and Safety	1	3	3	9	Medium	Quality Assurance and Quality Control Department	P	Contamination	P	Weak Supplier Screening	2	3	2	12	Medium	Reduce	Regularly audit and assess suppliers for compliance with quality standards.	Quality Assurance Manager	Quarterly	March, June, September, and December	50,000
											P	Inadequate Quality Assurance Testing	2	3	3	18	Medium	Reduce	Invest in advanced testing methods and enhance quality assurance protocols.	Quality Control Manager	Annually	Every January	500K
											T	Outdated Production Equipment	2	3	3	18	Medium	Reduce	Upgrade production equipment and invest in modern equipment.	Operations Manager	As needed	As needed	1.5M
									P	Mislabeling or False Advertising	P	Lack of Cross-Functional Collaboration	2	2	3	12	Medium	Reduce	Facilitate communication and collaboration between marketing and compliance teams.	Project Manager	Monthly	Every 1st week of the Month	10,000
											T	Outdated Information Management Systems	1	2	3	6	Low	Reduce	Invest in modern systems to manage and update labeling information.	IT Manager	Every 3-5 years	Weekly	1M
											P	Inadequate Labeling Oversight	2	2	3	12	Medium	Reduce	Establish stringent processes for labeling oversight.	Quality Assurance Manager	Quarterly	January, April, July, and October	50,000
									P	Product Recalls	T	Delayed Detection of Quality Issues	2	3	3	18	Medium	Reduce	Implement advanced quality monitoring systems that allow real-time detection of issues.	Quality Assurance Manager	As needed	Quarterly Assessments	1M
											P	Ineffective Recall Procedures	2	2	3	12	Medium	Reduce	Establish clear and tested procedures for swift product recalls.	Food Safety Manager	Annually	Every February	90,000
											T	Limited Product Traceability	2	2	3	12	Medium	Avoid	Implement advanced traceability technologies, such as barcodes or RFID tags.	Supply Chain Manager	Every 3-5 years	Every 3-5 years	3M
		Corporate Social Responsibility (CSR) Image	1	3	3	9	Medium	Chief Sustainability Officer (CSO)	P	Environmental Impact	P	Inadequate Environmental Impact Assessment	2	3	2	12	Medium	Avoid	Conduct thorough and comprehensive environmental impact assessments.	Compliance Manager	Semi-Annually	2nd week of March and September	50,000
											P	Non-Compliance with Environmental Regulations	1	3	3	9	Medium	Transfer	Collaborate with experts and external entities to ensure adherence to environmental regulations.	Compliance Manager	As needed	As needed	50,000
											P	Limited Use of Sustainable Practices	2	2	3	12	Medium	Reduce	Implement and promote sustainable practices throughout the organization.	Sustainability Officer	Quarterly	January, April, July, and October	60,000
									P	Non-compliance with Ethical Standards	P	Limited Ethics Training	2	2	3	12	Medium	Reduce	Increase comprehensive training programs on ethical standards for employees	HR Manager	Quarterly	First Month of the Quarter	40,000
											P	Inconsistent Application of Ethical Standards	2	2	3	12	Medium	Reduce	Ensure that ethical standards are consistently applied across all departments and locations.	Compliance Manager	Monthly	Every 3rd week of the Month	70,000
											P	Insufficient Ethical Policies	1	2	3	6	Low	Reduce	Enhance the policy framework by developing clear and comprehensive policies on ethical behavior.	Compliance Manager	Annually	Every March	70,000
									P	Community Disruptions	P	Limited Collaboration with Local Authorities	2	2	3	12	Medium	Reduce	Establish partnerships and collaborate with local authorities to address community concerns.	CSR Manager	Quarterly	Second Month of the Quarter	100K
											P	Ineffective Community Feedback Mechanisms	2	2	3	12	Medium	Reduce	Implement effective community engagement platforms, such as feedback sessions and surveys.	CSR Manager	Monthly	Every 2nd Friday of the Month	50,000
											P	Unresolved Social Issues in Operations	2	2	3	12	Medium	Avoid	Operate in ways that do not negatively affect local communities.	CSR Manager	Ongoing	Continuous	60,000



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6	Information	Food Inventory Management System	3	3	2	18	Medium	Supply Chain Management department	E	Unreliable Supplier Information	T	Data Security Concerns	1	2	2	4	Low	Reduce	Regular Security Audits and Monitoring	IT Security Manager	Monthly	Every 1st week of the Month	50,000							
											P	Unreliable Supplier Information	1	2	2	4	Low	Reduce	Data Monitoring Evaluation and Verification	Quality Assurance Manager	Monthly	Every 2nd week of the Month	0							
											E	Counterfeit Products or Ingredients	2	2	2	8	Medium	Reduce	Regular Audits and Inspections	Quality Assurance Manager	Regularly	Before Start of Morning Shift	0							
									T	Not Secured Financial Information	T	Financial Data Breaches	3	3	2	18	Medium	Reduce	Regular Security Risk Assessments	IT Security Manager	Monthly	Every 3rd week of the Month	100,000							
											T	Insecure Payment Processing Systems	2	3	2	12	Medium	Reduce	Continuous Monitoring of Payment Transactions	IT Security Manager	Monthly	Every Last week of the Month	10,000							
											P	Insider Threats	2	2	2	8	Medium	Reduce	Regular Employee Background Checks	HR / IT Security Manager	Weekly	Every Tuesday	10,000							
									P	Food Recipes/Formulas	P	Culinary Intellectual Property Theft	2	2	2	8	Medium	Reduce	Implement Access Controls for Recipe Data	IT Security Manager	Semi-Annually	Every 1st week of the 1st and 7th	200,000							
											E	Incomplete Allergen Information	2	3	2	12	Medium	Reduce	Clear Labeling Protocols	Marketing and Quality Assurance Manager	Weekly	Every Wednesday	10,000							
											P	Inconsistent Cooking Instructions	1	2	2	4	Low	Reduce	Continuous Monitoring of Cooking Processes	Quality Assurance Manager	Regularly	Before Start of Morning Shift	0							
		Marketing Research Plan	2	2	2	8	Medium	Marketing Department	T	Unreliable Consumer Data/Surveys Report	P	Insider Threats Regarding Recipe Preferences	2	2	2	8	Medium	Reduce	Implementing Strict Access Controls for Consumer Data	IT Security Manager	Monthly	Every 1st week of the Month	50,000							
											T	Ineffective Data Analysis	2	2	2	8	Medium	Reduce	Clear Data Collection Protocols	Research and Data Collection team	Monthly	Every 2nd week of the Month	10,000							
											T	Insufficient Monitoring of Survey Trends	2	2	2	8	Medium	Reduce	Regular Trend Monitoring Schedule	Research and Data Management team	Quarterly	January, April, July, and October	10,000							
									T	Inconsistent Social Media Analytic	T	Identifying Relevant Metrics	2	2	2	8	Medium	Reduce	Regular Reporting and Analysis	Analytics and Reporting teams	Monthly	Every 3rd week of the Month	10,000							
											T	Failure to Monitor Trending Topics	2	2	2	8	Medium	Reduce	Periodic Trend Reports	Social Media Management	Quarterly	January, April, July, and October	10,000							
											T	Insufficient Social Media Training	2	2	2	8	Medium	Reduce	Regular Training Sessions / Seminars	Training and Social Media Management team	Quarterly	Febuary, May , August , November	10,000							
									P	Competitor Espionage	P	Lack of Insider Threat Detection:	2	2	2	8	Medium	Reduce	Continuous Monitoring of User Activities	IT Security and Network Monitoring team	Weekly	Every Monday	0							
											T	Inadequate Information Security	2	2	2	8	Medium	Reduce	Regular Security Audits and Assessments	IT Security and Network Monitoring team	Quarterly	March , June , September, December	5,000							
											P	Human Error	2	2	2	8	Medium	Reduce	Employee Training/Seminars on Security Awareness	HR / IT Security Manager	Semi-Annually	Every 2nd and 8th Month of the Year	10,000							

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7	Paper	Contracts and Agreements					Medium					Legal Department	T	Data Breach	T	Inadequate Employee Awareness	3	2	2	12	Medium	Reduce	Develop and implement comprehensive training programs.	Training Manager	Semi-Annually	June and December		100k
															T	Insufficient Data Backups	2	3	2	12	Medium	Reduce	Invest in backup software and storage infrastructure.	IT Manager	Daily	End of each month		200k
															T	Outdated Security Policies	2	3	2	12	Medium	Reduce	Communicate policy changes to employees.	Security Manager	Annually	Quarterly		50k
												T	Regulatory Non-Compliance	P	Ineffective Monitoring Systems	3	2	2	12	Medium	Reduce	Evaluate and implement more effective monitoring tools.	Security Analyst	Quarterly	Daily		100k	
														P	Incomplete Documentation	2	3	2	12	Medium	Reduce	Conduct regular reviews and updates of documentation.	Quality Assurance Manager	Annually	Monthly		50,000	
														P	Failure to Report Incidents	2	3	2	12	Medium	Reduce	Implement incident reporting and response procedures.	Incident Response Team Leader	Annually	Monthly		90,000	
												T	Insider Threats	P	Inadequate Employee Screening	2	3	2	12	Medium	Reduce	Strengthen employee screening processes during recruitment.	HR Manager	Annually	Monthly		70,000	
														P	Insufficient Exit Procedures	2	3	2	12	Medium	Reduce	Develop and enforce robust exit procedures for departing employees.	HR Manager	Annually	Monthly		70,000	
														P	Overly Permissive Access Rights	3	2	2	12	Medium	Reduce	Regularly review and adjust access permissions.	Access Control Administrator	Quarterly	Weekly		50,000	
		Receipts and Expense Reports					Low					Finance Department	P	Fraudulent Activities	P	Inadequate Financial Audits	2	3	2	12	Medium	Reduce	Conduct regular and thorough financial audits.	Internal Auditor	Annually	Monthly		100K
															P	Lack of Management Oversight	2	3	2	12	Medium	Reduce	Enhance management oversight and involvement in key processes.	Senior Management Team	Annually	Monthly		50,000
															P	Unsecured Financial Transactions	3	2	2	12	Medium	Avoid	Implement secure protocols for financial transactions.	Finance Manager	Quarterly	Weekly		90,000
													P	Unauthorized Access	T	Failure to Disable Inactive Accounts	2	3	2	12	Medium	Avoid	Implement automated processes to disable inactive accounts.	IT Administrator	Monthly	Weekly		50,000
															T	Uncontrolled Physical Access	3	2	2	12	Medium	Reduce	Strengthen physical access controls and monitoring.	Facility Manager	Annually	Monthly		80,000
															T	Lack of continuous monitoring of user activities	3	2	2	12	Medium	Avoid	Implement continuous monitoring systems for user activities.	IT Security Manager	Monthly	Daily		50,000
P	Inadequate Financial Controls												P	Failure to Monitor Financial Transactions	2	3	2	12	Medium	Avoid	Enhance systems for monitoring financial transactions.	Financial Systems Administrator	Monthly	Weekly		80,000		
													P	Poorly documented financial policies	2	3	2	12	Medium	Reduce	Develop and maintain standardized documentation for financial policies.	Compliance Officer	Annually	Monthly		50,000		
													P	Inadequate Fraud Prevention Measures	2	3	2	12	Medium	Avoid	Strengthen fraud prevention measures through enhanced controls.	Risk Management Officer	Quarterly	Weekly		60,000		