



Notes	All the fields listed below can be organized into Sections, Subsections, and/or Tabs. The Admin should have the flexibility to add these structural elements to the form and position the fields accordingly.	
	<b>Example:</b> Fields from Row 1 to Row 8 can be grouped under a section called Risk Information. This section should be editable only during the first stage of the workflow. In all subsequent stages, the entire section should be read-only for all stakeholders, even if those stages have update access to other parts of the form. Similarly other fields can be added in multiple other sections and can be editable to all stakeholders during their journey in workflow	
Field Names	Values	Mandatory
Risk ID	System Generated ID (e.g RISK- 0001 or Risk-year-0001)	
Workflow Status	Draft;Assigned to Risk Representative;Assigned to risk Champion;Assigned to Risk Approver; Assigned to CRO;Risk Approved (Autopopulated based on Workflow movement)	
Business Unit	Drop down list refer sheet BU	Yes
Level 1 Risk Category	Lookup list refer sheet Risk Classification	Yes
Level 2 Risk Type	Lookup list refer sheet Risk Type. <b>Selection should filter as per selection in Risk Classification</b>	Yes
Risk Description	Free Text Area	Yes
Impact Rating	Drop down list values==> Very Significant; Significant; Moderate; Minor	Yes
Impact Rating Justification	Free Text Area Field	
Likelihood Rating	Drop down list values==> Very Likely; Likely; Possible; Rare	Yes
Likelihood Rating Justification	Free Text Area Field	
Inherent Risk Level	Calculated field (Refer Inherent Risk Matrix in Demo PPT)	
Residual Risk Level	Calculated field (Refer Residual Risk Matrix and Control Effective matrix in Demo PPT)	
Design and Adequacy of Control	Drop down list values==> Yes; No ; Partially; N/A	Yes
Control Operating Effectively	Calculated with Drop down list values==> Yes; Needs minor improvement;Needs improvement;No; N/a (Refer Demo PPT for logic)	
Control documentation and up-to-date	Calculated with Drop down list values==> Yes; Needs minor improvement;Needs improvement;No; N/a (Refer Demo PPT for logic)	
Overall Control Effectiveness	Calculated field (Refer Demo PPT for logic)	
	overall	
Related Controls	Look up field(This field will look up controls from control application) User should be able to click on look up or Add new controls ( Refer to controls sheet for control details... Details of Controls such as Control ID, Control Description, Control Frequency, Control Owner should be visible as a table in Risk form)	Yes
Created By	Auto Select user who creates records	
Risk Owner	Manual Select user who owns risk	
Risk Representative	Auto select Representative based on Business Unit i.e. If Business unit 1 then RR1 Business Unit 2 then RR2 and so on. If Automation is not possible then manual selection of user from user list drop down	
Risk Approver	Auto select Representative based on Business Unit i.e. If Business unit 1 then RA1 Business Unit 2 then RA2 and so on. If Automation is not possible then manual selection of user from user list drop down	
Risk Champion	Auto select Representative based on Business Unit i.e. If Business unit 1 then RC1 Business Unit 2 then RC2 and so on. If Automation is not possible then manual selection of user from user list drop down	
CRO	Auto select CRO	
Attachment	Field to Attach files	
Total Number of Controls	Calculated - Count of attached controls To Risk (Number e.g 3)	
Created Date	Date control is created	
Last Updated	System date when record is last updated	

Filed Names	Values	Mandatory	
Control ID	System Generated ID (e.g Control - 0001 or Control -year-0001)		
Control Factor	Lookup list reffer sheet Control Factor & Sub factors	Yes	
Sub-Control Factor	Lookup list reffer sheet Control Factor & Sub factors. <b>Selection should filter as per selection in Control Factor</b>	Yes	
Control Description	Multi line text	Yes	
Control Frequency	Drop down (Daily; Weekly; Monthly;Quarterly;Half Yearly; Yearly)		
Control Owner	Lookup fields for user list	Yes	
Created Date	Date control is created		
Last Updated	System date when record is last updated		
Business Unit	Fetch from Related Risk	Yes	
Created By	Person who created control		
Related Risks	Lookup to Risks Application Details of Risk such as Risk ID, Risk Description, Risk Owner, Business Unit, Status etc etc should be visible as a table in Risk form)	Yes	
Control Operating Effectively	Drop down list values==> Yes; Needs minor improvement;Needs improvement;No; N/a (Reffer Demo PPT for logic)	Needs Improvement	50%
Number of Samples Tested	Numeric Field	10	
Number of Samples tested where Objective is met	Numeric Field	5	
Control documentation and up-to-date	Drop down list values==> Yes; Needs minor improvement;Needs improvement;No; N/a (Reffer Demo PPT for logic)	Needs Minor Improvement	
Number of Samples Tested(Doc)	Numeric Field	8	90%
Number of Samples tested where Objective is met(Doc)	Numeric Field	7	
Risk Owner	Reffer to Risk Form		
Risk Representative	Reffer to Risk Form		
Risk Approver	Reffer to Risk Form		
Risk Champion	Reffer to Risk Form		
CRO	Reffer to Risk Form		
Attachment	Field to Attach the files		

Level 1 Risk Category	Level 2 Risk Type
Legal, Regulatory & Reputational Risk	Communication & Brand
Legal, Regulatory & Reputational Risk	Corporate Governance
Legal, Regulatory & Reputational Risk	Financial Crime
Operational Risk	Business Continuity
Operational Risk	Claims
Operational Risk	Data Governance
Operational Risk	Underwriting
Sustainability Risk	Environmental
Sustainability Risk	Governance
Sustainability Risk	Social
Technology Risk	Cyber Security

Level1 Drop Down values
Legal, Regulatory & Reputational Risk
Operational Risk
Sustainability Risk
Technology Risk

<b>Business Unit Name</b>	RR	RC	Ra	CRO
Agency	AGENCYRR	AGENCYRC	AGENCYRA	CRO
Applied Intelligence	AIRR	AIRC	AIRA	CRO
Board Secretariat				
Branch Services				
Business Excellence				
Business Office				
Compliance				
Consumer GI Operations				
Contact Centre				
Corporate Affairs				
Customer Care Shared Services				
Customer Engagement				
Data Analytics				
Digital Office				
Distribution Middle Office				
Technology Services				

<b>Control Factor</b>	<b>Sub-Control Factor</b>
Approval Process & Authorization Limits	Review of legal documents by Legal Team.
Approval Process & Authorization Limits	2nd level review of scanned documents is done by another staff.(1)
Audit/Self-Assessment	Ad-hoc cash count to verify completeness and accuracy of cash recording
Audit/Self-Assessment	Ad-hoc mystery shopping to audit sales quality, product brochures, etc
System Access/ Controls	Privileged Access Management Solution have been implemented
System Access/ Controls	Privileged accounts (including administrative accounts) are managed via privileged account management system
System Access/ Controls	Remote Access
System Access/ Controls	Use of microservices on public cloud environment - Security measures such as OAuth client Credentials is used to secure access to partner application using specific APIs and changes to API are deployed via CICD pipeline are in place to ensure that use of external APIs is in line with recommended best practices.
System Access/ Controls	User Access Review is performed on a half yearly basis for all applications
System Access/ Controls	Vendor shall access to environment via VDI .
Approval Process & Authorization Limits	
Audit/Self-Assessment	
System Access/ Controls	