Asset Risk Management User Manual

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Information Classification

☐	Public
☒	Internal
☐	Confidential
☐	Restricted

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1 Introduction

Risk Management Process describes about identification, analysis, evaluation Treatment and monitoring of the risks throughout the project or system life cycle. The risk is a result of a threat actor exploiting the vulnerability present in the System/Project /Asset. This document details the steps involved in the usage of Asset Risk Management tool in the PMO portal.

2 Tool Usage

Please click on the below link to navigate to the following Asset Risk Management tool Portfolio & Project Management - Risk Management

Step 1: From left navigation click on Risk Management

Commit | Clipboard

HOME

DELIVERY CALENDAR

MAINTENANCE &
SUPPORT PERFORMANCE

EPMO v2.0- GUIDELINES

EPMO v2.0

    PROJECT ADMIN

    RISK & OPPORTUNITY
    MGMT

    PROJECT RISKS

    ISSUE-COMPLAINTS
    TRACKER

    KNOWLEDGE INDEX

    CONTINUAL SERVICE
    IMPROVEMENT(CSI)

    SLA MASTER LIST

DASHBOARD

    PROJECT RISKS

    ISSUE

    COMPLAINTS

    KNOWLEDGE INDEX

    CONTINUAL SERVICE
    IMPROVEMENT(CSI)

    SLA REPORTING

    SLA APPLICABILITY
    MATRIX

    DA RAG

Step 2 Click on link new to add new Asset Risk

Step 3 Form will open as shown in below image

Step 4: Select Project ID from drop down -> Project name will automatically populate The fields highlighted in Grey are read-only fields. Which will automatically populate on saving data.

Step 5: Next select Risk type from drop down as Asset Risk

Step 6: On selecting Asset Risk Other fields will appear for user to add information like Asset

Risk Type, Asset risk Name/ Description, Threats and Vulnerabilities

Step 7: Asset Risk type if options not available you can type your own value in blank space provided.

Step 8: Fill out mandatory fields like Risk owner which is marked in * red sign.

Fill out sections

- Risk Identification

Risk Identification	
Risk Type: (Select Risk Type -Project Risk/Asset Risk)	**Asset Risk Type:**
Asset Risk ▼	▼
Risk ID:	**Asset ID:**
	*
Asset Risk Name/Description:	
Attachments:	📎 Click here to attach a file
Risk Owner:	👥📋 *
Risk Stakeholders:	👥📋

- Risk Assessment

Risk Assessment		
Risk Category: ▼	**Risk Source:**	**Project Phase:** ▼
	Risk Priority: Low	**Risk Strategy:** Mitigate the Risk ▼

- Risk Analysis

Risk Analysis					
Confidentiality	**Integrity**	**Availability**	**Privacy**	**CIAP**	**Risk Control**
1- Low 3-Medium 9-High	1- Low 3-Medium 9-High	1- Low 3-Medium 9-High	1- Low 3-Medium 9-High		
1 ▼	1 ▼	1 ▼	1 ▼	1	▼

For Threats and Vulnerabilities - Please Type your own values - in case values from dropdown not applicable.

Threat	Vulnerabilities
▼	☐ Unauthorized access to the information system ☐ Disposal of storage media without deleting data ☐ Equipment sensitivity to changes in voltage ☐ Equipment sensitivity to temperature ☐ Inadequate cabling security ☐ Inadequate capacity management ☐ Inadequate change management

- ✓ CIAP field calculated automatically based on your selection of each value in drop down of confidentiality, Integrity, Availability and Privacy.
- ✓ CIAP= Product of (confidentiality, Integrity, Availability and Privacy) ⮕ Select Risk control from drop down.

Step 9: For threats select from drop down and next click on check box of vulnerabilities

Any threats not available in drop down you can type in the empty field itself

For Vunerabilities if option not available you can type in in empty text by scrolling down.

Step10:If you do not wish to specify your own values then uncheck check box empty option and check other check box options provided.

- **Step 10: Probability**
  - ✓ Fill out this section by selecting Probability of occurrence and impact occurrence.
  - ✓ Magnitude is automatically calculated based on drop down selection
  - ✓ Magnitude = Product of (Probability and impact)
  - ✓ Next fill out Risk impact by clicking on check box provided.

Probability of Occurrence	Impact Occurrence	Risk Magnitude	Risk Impact
1- Low 3-Medium 9-High	1- Low 3-Medium 9-High		
1	1	**1**	☐ Scope ☐ Schedule ☐ Cost ☐ Quality ☐ Customer ☑ Data Privacy ☐ Information Security

- **Step 11: Risk Monitoring and Control**

Fill out Risk monitoring section

Risk Monitoring and Control	
Mitigation Plan:	**Contingency Plan:**
test	test
Mitigation Plan ETA:	**Contingency Plan ETA:**

Step 12: If mitgation plan ETA is greater than today than Residual Risk section will appear as show in below image. It will be hidden if Mitigation Plan ETA is less than or equal to today's date you select.

	Mitigation Plan ETA: 8/7/2020		Contingency Plan ETA:	

Residual Risk			
Residual Probability of Occurrence 1- Low 3-Medium 9-High	Residual Impact of Occurrence 1- Low 3-Medium 9-High	Residual Risk Magnitude	Residual Risk Impact
1 ⌄	1 ⌄	**1**	☐ Scope ☐ Schedule ☐ Cost ☐ Quality ☐ Customer ☐ Data Privacy ☐ Information Security

Step 13: Next add details on status and click on submit.

Risk Current Status:

Risk Status: Open - Risk Identified ⌄

Submit

Step 14: To edit / update Asset risk submitted Expand the section and select item and click on edit
Step 15:This default view will show Asset Risk added only by you. To see other assets click on Global view RM

+ New   📑 Export to Excel   ⚙ Power Apps ⌄   🔀 Automate ⌄   ⋯   ☰ All Items ⌄ ▽ ⓘ

Risk Management

	ID ⌄	RiskName ⌄	ProjectID ⌄	RiskMagnitude ⌄	RiskPriority
>	RiskStatus : Closed - Risk Converted to Issue (1)				
>	RiskStatus : Closed - Risk Retired (1)				
>	RiskStatus : Open - Risk Assessed (1)				

✓ ☰ List
☰ Compact List
Items that need attention
✓ All Items
byme
GlobalViewRM
PMO View
Save view as
Edit current view

Owner: Management Representative	Release ID: ASTRISK_MAN_001

For Trianz Process Improvement Group (TPIG) Purpose Only

Version History

Ver. No.	Author	Reviewer	Approver	Date	Reason for Change	Change Description
0.1	Purnima Ramdas	Danabel		6-Aug-2020	Initial draft	FOR REVIEW
1.0	Purnima Ramdas	Danabel	Phani Krishna	8-Aug-2020	Initial Draft	APPROVED AND BASELINED
1.1	Kruti	Vijaya		03-June-2024	Annual Review	Information Classification has been updated.
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Thank You

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