

University of California
Department or Function Under Review¹
Risk Assessment Tool – Controls over Security of Protected Information

<i>PROGRAM PROCESS OR ACTION²</i>	<i>PROCEDURE AND/OR STORAGE ACTION³</i>	<i>RISKS⁴</i>	<i>EXAMPLE OF CURRENT CONTROL ACTIVITIES⁵</i>	<i>CONTROLS ADEQUATE, IN PLACE, EFFECTIVE?⁶</i>	<i>ACTION REQUIRED WHEN AND BY WHOM⁷</i>
General description of the program, process or business practice under review. Separate action steps that could expose the process to various types of risk should be described in individual rows.	Description of the types of information stored, level of sensitivity, how the information is stored (pc, laptop, paper, file cabinet, etc), who has access.	What could go wrong? What would be the impact to the University? Where is the University vulnerable? How could this information be compromised?	Description of control activities currently in place to mitigate the potential risks.	Assessment by people involved in the business process as to whether the business practice, procedures, risks and current control activities are accurately and completely described in this document. Typically a Yes or No answer.	If control improvements need to be made, document what will be accomplished, by whom and when.