



供應商入職 Ariba 使用者指南

第三方風險管理

風險評估

適用於供應商

風險控制評估概覽

風險控制評估－這是什麼？



對於與 IPG 進行業務合作的新供應商，可能會觸發五種風險控制評估。

1. 合規性；2. 腐敗；3. 現代奴役制；4. 隱私；5. 資訊安全

設定背景



根據 IPG 的前期控制和檢查，IPG 可能會向供應商發送風險控制評估，以進一步評估 IPG 與新供應商進行業務合作時的風險曝露。供應商可能會收到一 (1) 至五 (5) 項風險控制評估並做出回覆。

主要優點

1. 風險控制評估會透過 Ariba 入口網站直接發送給供應商。供應商需要對風險控制評估做出回覆。
2. 供應商可以利用其現有的 Ariba Network 帳戶
3. 風險控制評估是動態的一只會發送給供應商適用的評估

流程



代理機構請
求者



供應商



供應商風險管理團隊

啟動風險評估流程。向
供應商發送風險問卷

對所需風險控制評估做
出回覆和提供相關文件

審查已完成的風險控制
評估，並確定控制措施
是否有效

1. 供應商可能會收到額外的電子郵件通知，要求其提交符合 IPG 供應商風險評估流程的風險控制問卷。點擊電子郵件中的連結。
2. 供應商將使用其現有憑證登入 Ariba SLP。該連結會自動將供應商導向所選的問卷。供應商需要填寫風險控制問卷。

Action needed: Complete questionnaire from [US17] - FutureBrand New York



<s4system-prod3+ipg-T.Doc235435812@ansmtp.ariba.com>

To ● 供應商聯絡人

↩ Reply

↩ Reply All

→ Forward

...



Hello 供應商聯絡人,

[US17-US84] - FutureBrand New York has invited you to complete a questionnaire. This is required so Big Red Dog Production LLC can do business with [US17-US84] - FutureBrand New York.

Questionnaire Overview

Questionnaire name: Security

Respond by: Sat, 11 Sep, 2021

Update Request Comments:

[Submit questionnaire](#)

Best,

[US17-US84] - FutureBrand New York

Ariba, Inc. 3420 Hillview Ave, Palo Alto, CA 94304, USA

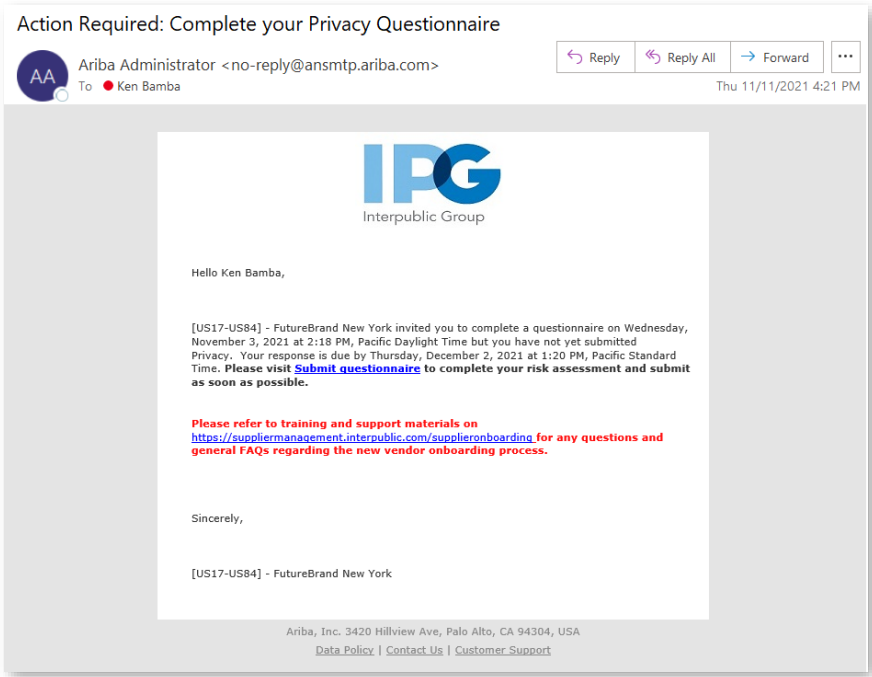
[Data Policy](#) | [Contact Us](#) | [Customer Support](#)

完成並提交風險控制評估

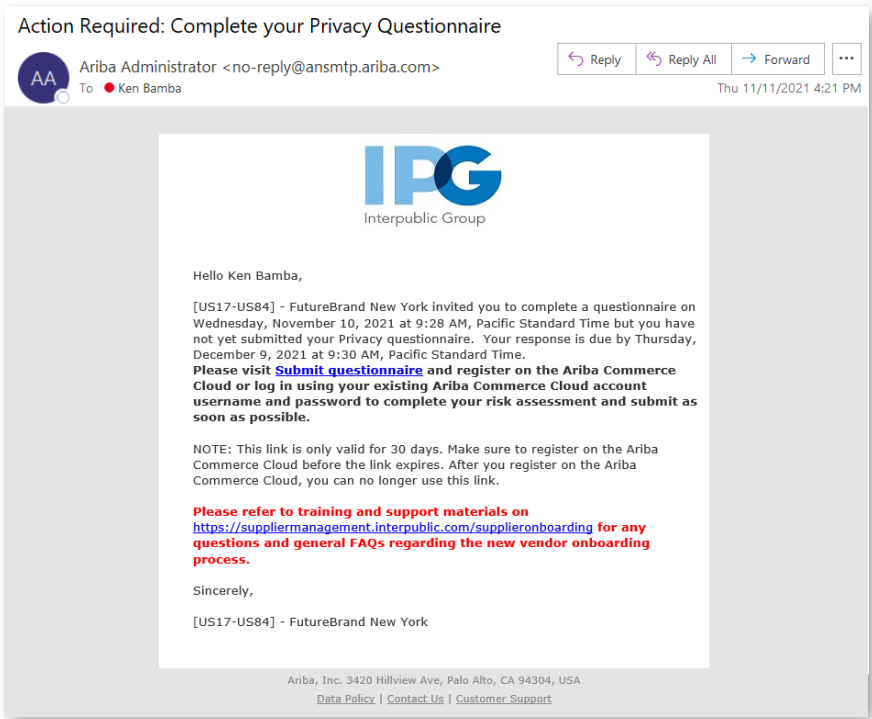
如果供應商在收到初始電子郵件通知提示時未立即完成風險控制評估，他們將在 30 天內每 5 天收到一封電子郵件提醒通知，要求其提交符合 IPG 供應商風險評估流程的風險控制問卷。

以下是電子郵件的形式：

每次觸發風險控制評估時都會收到：



如果供應商沒有 Ariba 帳戶，則每次觸發風險控制評估時會收到：



完成並提交風險控制評估

指派的風險控制問卷將提示供應商回答五個風險領域之一的問題：合規性、腐敗、現代奴役制、隱私或資訊安全。需要填寫風險控制問卷。

1. 完成指派的風險控制問卷。填寫並選擇這些標準是否適用。

< Go back to IPG - TEST Dashboard

Desktop File Sync

Console Doc235435802 - Security

Time remaining 29 days 23:06:39

Event Messages
Event Details
Response History
Response Team

▼ Event Contents

All Content

| Name ↑ | |
|---|---------------|
| 1 Are documented Information Security Policies reviewed and updated annually and include at a minimum: <ul style="list-style-type: none">• Access Control Policy• Acceptable Use Policy• Password Policy/Standard• Vulnerability Management• Security Incident Management• Risk Management• Business Continuity• Change Management• Physical Security• HR that includes background checks & training data management | * Unspecified |
| 2 Do you clearly define IT security-related roles and responsibilities for your personnel (including the limitation of each role and the level of training required)? | * Unspecified |
| 3 Do you have a Security User Awareness program? | * Unspecified |
| 4 Does the application follow an approved, documented configuration management process? | * Unspecified |
| 5 Are outside parties made aware of applicable company security policies before being allowed access to the application? | * Unspecified |
| 6 Do you maintain a complete, accurate, and prioritized inventory of essential information about hardware/software and keep this list up-to-date, especially for those which are used for IPG or its agencies? | * Unspecified |
| 7 Is user access based on a need to know/least privilege model with periodic access reviews conducted? | * Unspecified |
| 8 Do you maintain segregation of duties and ensure conflict of interest does not take place? | * Unspecified |
| 9 Does the application contain any accounts that are shared among multiple users? | * Unspecified |
| 10 What is the cadence of these access reviews and are inactive accounts removed at this time? | * |
| 11 Is a form of Multi-factor authentication used across your environment? | * Unspecified |

(*) indicates a required field

Submit Entire Response Save draft Compose Message Excel Import

- 在備註部分輸入意見。
- 點擊「附加檔案」將附件新增至問卷中。
- 點擊「確定」以儲存意見。供應商將返回問卷，新增意見和附件的圖示將如下所示：

+

< Go back to IPG - TEST Dashboard

Desktop File Sync

Add/Edit Comment

OK Cancel

Comment: *

Attachment: Attach a file

OK Cancel

Ken Bamba (BambaCompany@Bco.com) last visited 30 Jun 2021 10:58:08 PM Bamba Company AN01704359613-T
© 1996–2019 Arriba, Inc. All rights reserved. SAP Arriba Privacy Statement Security Disclosure Terms of Use



完成並提交風險控制評估

風險控制評估是動態的， 供應商對某些問題的回覆可能會改變需要回覆的問題。
供應商回覆所有必要和有條件的問題後：

- 2. 點擊「提交所有回覆」以提交風險控制問卷。儲存草稿以便稍後完成風險控制評估。請注意， 為了讓 IPG 看到供應商的回覆， 必須點擊「提交所有回覆」。
- 3. 點擊「確定」以提交評估。這將通知 IPG 的風險團隊風險控制評估已完成。

All Content

Name ↑

| | |
|--|---------------------------------|
| 65 Are disaster recovery and response plans tested? | * Yes |
| 66 In the event of a disaster, is there an Recovery Time Objective defined for this service? If Yes, please provide the intended recovery time in the comments section | * Yes |
| 67 Is this a global policy? | * Yes |
| 68 Are restore procedures periodically tested to verify that data being backed up is usable? | * Yes |
| 69 Do you have Cyber insurance? | * Yes |
| 70 If yes, does coverage include first and third parties? | * First Party Only |
| 71 What is your liability coverage? | * Greater or equal to 5 million |
| 72 Do you regularly monitor or audit the security controls used by your Third Party Service Providers? | * Yes |
| 73 Are third-party external service providers' activity monitored to detect potential cyber security events? | * Yes |
| 74 Do third parties undergo a risk assessment/due diligence before services are exchanged? | * Yes |
| 75 Are outside parties made aware of the applicable company security policies prior to being granted access to the application and/or the environment? | * Yes |
| 76 Please provide your latest Web Application Vulnerability Scan Report for review. | * File Attached |
| 77 Please provide a copy of your latest SOC 2 type 2 report for review. | * File Attached |
| 78 Please provide a copy of your latest ISO27001 report and certification for review. | * File Attached |
| 79 Please provide your latest Network Vulnerability Scan Report for our review. | * File Attached |
| 80 Please provide any other certifications you feel may be relevant to the review of your business and services provided. I.E. (FedRamp, SOX, PKI (HIPAA, etc.), PCI DSS, PII (Safe Harbor, etc.), GDPR, CCPA) | * File Attached |
| 81 Provide a copy of a data flow diagram for the services your company provides (or is planning to provide) to IPG or its agencies. | * File Attached |

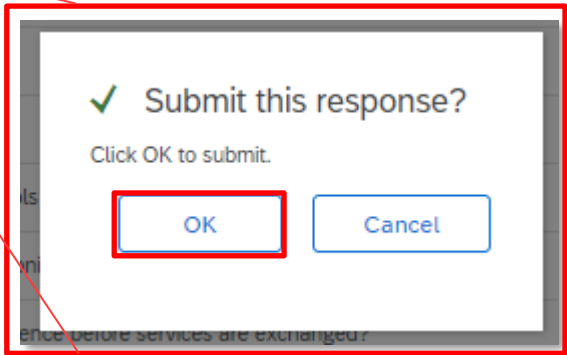
(*) indicates a required field

Submit Entire Response

Save draft

Compose Message

Excel Import



完成並提交風險控制評估

提交風險控制評估後， 供應商將在頁面最上方看到評估已完成的確認欄。

4. 點擊「返回 IPG 儀表板」可返回 Ariba 提案和問卷儀表板。

Ariba Sourcing

Go back to IPG - TEST Dashboard

Company Settings ▾ Ken Bamba ▾

Desktop File Sync

Time remaining
364 days 23:58:37

Console

Doc235435802 - Security

Event Messages

Event Details

Response History

Response Team

▼ Event Contents

All Content

All Content

Name ↑

1

Are documented Information Security Policies reviewed and updated annually and include at a minimum:

- Access Control Policy
- Acceptable Use Policy
- Password Policy/Standard
- Vulnerability Management
- Security Incident Management
- Risk Management
- Business Continuity
- Change Management
- Physical Security
- HR that includes background checks & training data management

Yes

2

Do you clearly define IT security-related roles and responsibilities for your personnel (including the limitation of each role and the level of training required)?

Yes

3

Do you have a Security User Awareness program?

No

Compose Message

- 如果需要對提交的回覆進行編輯，請點擊返回文件並選擇「修改回覆」，這將重新開啟問卷以進行編輯。先前所做的回覆將保存在此工具中。

Doc252619553 - HIPAA

Time remaining
364 days 23:59:34

If your customer has requested an update to this questionnaire, please click **Revise Response** and re-submit your answers. Even if you do not need to change any of your current answers, your customer cannot complete their evaluation until you re-submit the questionnaire.

Revise Response

All Content

Name ↑

1

Do you have an assigned security official responsible for implementing HIPAA/HITECH administrative safeguards?

Yes

2

Have you implemented administrative, technical and physical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of PHI that you Process on behalf of IPG or its agencies?

No

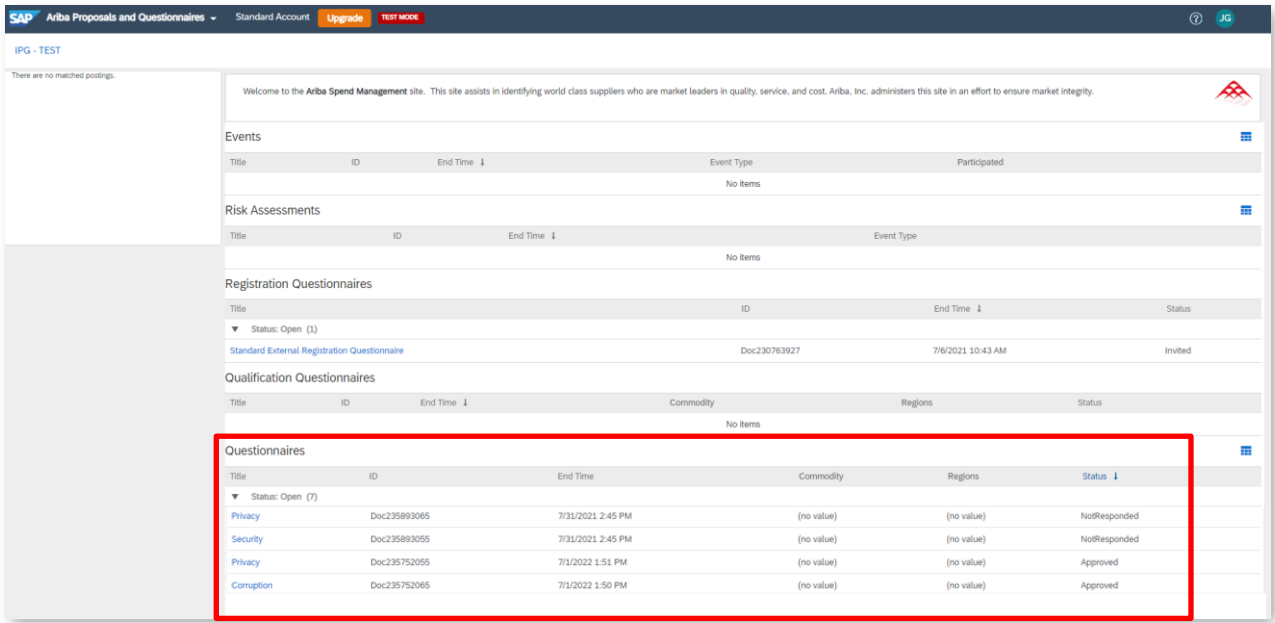
3

Do you ensure that any agents or Third Party Service Providers to whom you provide PHI agree to the same restrictions that we impose on you?

No

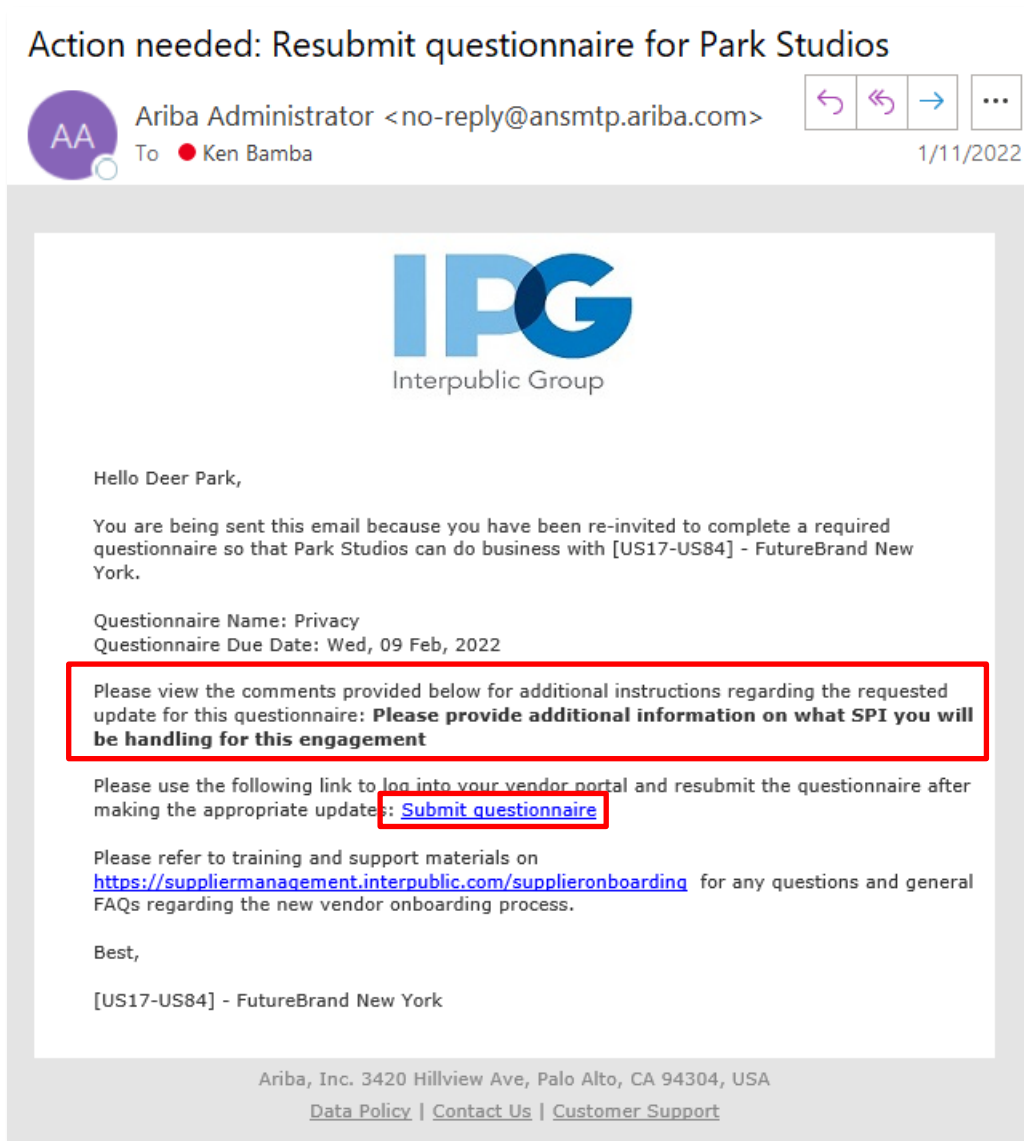
Ariba 提案和問卷儀表板為供應商聯絡人提供了所有已指派文件的概覽：

- 活動
- 任務
- 問卷
- 證書



4. 捲動至「問卷」選項卡可查看所有填寫完成和未完成問卷的清單。
- 點擊風險控制評估的「標題」即可查看/修改問卷的回覆。問卷應處於「已批准」狀態才可進行編輯。供應商也可以填寫狀態為「未回覆」的問卷。
5. 完成所有狀態為未回覆的問卷。

如果需要，IPG 團隊可能會根據供應商對問卷的回覆，**要求提供更多資訊**。供應商聯絡人可能會收到一封包含「**更新請求意見**」的電子郵件。



1. 查看意見/IPG 審查者提供的後續追蹤問題。
 2. 點擊「**提交問卷**」即可返回問卷。供應商可以修改回覆、新增其他意見，以及新增任何新文件。完成後，提交問卷。
- **注意：**請注意，如果在風險評估過程中發現任何問題或控制差距，IPG 可能會透過電子郵件聯絡供應商。