

# Risk Assessment and Business Impact Analysis Report

## 1. Executive Summary

[Provide a high-level overview of the risk assessment and business impact analysis findings, scope, and recommendations.]

## 2. Objectives

- [State the objectives and goals of the assessment]
- [Summarize the intended outcomes]

## 3. Scope

[Describe the scope, including teams, systems, and processes covered]

## 4. Methodology

- [Summary of approach used for risk assessment]
- [Summary of approach used for business impact analysis]

## 5. Risk Identification

Risk Description	Likelihood	Impact	Current Controls	Risk Rating
[Example: Data Breach]	[Medium]	[High]	[Encryption, Access Controls]	[High]
[Add other risks as needed]				

## 6. Business Impact Analysis

Business Function	Maximum Tolerable Downtime	Dependencies	Potential Impacts
[Example: Customer Support]	[8 hours]	[CRM, Internet]	[Loss of customer trust, revenue loss]
[Add other functions as needed]			

## 7. Recommendations

- [List recommended actions for risk mitigation]
- [List recommended business continuity actions]

## **8. Conclusion**

[Summarize key takeaways, next steps, and commitment to ongoing risk management.]

## **9. Appendices**

- [Glossary of terms]
- [Supporting documents/references]