Supplier Assurance Questionnaire (SAQ) for a contract with a Very Low Cyber Risk Profile

How to use this form

This Supplier Assurance Questionnaire (SAQ) is part of the Cyber Security Model.

You will need to:

- complete the SAQ to give information about yourself, your organisation and the measures you have in place to protect against cyber threats
- submit the completed SAQ to the Cyber & Supply Chain Security (CSCS) team [Redacted under FOIA Section 40 – Personal Information]
- check the email you will receive back from the CSCS team – this will confirm whether you are compliant with the contract's Cyber Risk Profile, and should arrive within 2 working days
- keep copies of the completed SAQ and the email you receive from the CSCS team and attach them when you submit your tender response

Check whether you are compliant with the contract's Cyber Risk Profile before you submit the SAQ

For each of the Cyber Risk Profile questions, asterisks show the compliant answers. If you give an answer that is not compliant, you must answer an extra question before the declaration at the end of the form.

Where possible send a completed PDF via email, rather than a scan of a printed version (scanned submissions will take longer to process)

Section 1 Context and contract details

Risk Assessment Reference (RAR) for this contract

R	A	R	—	832461283

(This should be populated when you receive this form. If not, please return to MOD)

Your name

Your email address

Your Organisation's Name

Who is responsible for Information Security in support of this contract?

Full Name:
Email Address:
Contact Phone Number:

Your organisation's Dun & Bradstreet D-U-N-S number

If you do not have one, you can request one for free on Dun & Bradstreet's website at https://www.dnb.co.uk/duns-number/lookup/request-a-duns-number.html

Is this form being completed as an Annual SAQ Renewal or Is this the first SAQ to be completed for this contract?

❑ First Completion for this contract

❑ On major change to delivery of contract (Please add previous SAQ reference)

Which statement best describes your organisation? Tick all the boxes that apply.

❑ My organisation is an SME (small or medium-sized enterprise)

❑ I am a sole trader

❑ My organisation works from multiple locations

❑ My organisation has locations outside of the UK

Bid / Contract Details

Bid / Contract name

Bid / Contract description

(Max 50 words, OFFICIAL information only)

Section 2 MOD Accreditation

In support of this contract only, please indicate whether MOD Identifiable Information is, or will be, processed on MOD accredited ICT systems. If the system you will use to support this contract is accredited, please enter the DART name and/or ID.
There is no waiver against DEF STAN 05-138.

❑ The ICT systems we will use, have no MOD accreditation

❑ The ICT systems we will use for OFFICIAL-SENSITIVE have MOD Accreditation (Please detail Below)

❑ The ICT systems we will use have current MOD accreditation to process data at the appropriate classification (Please detail below)

Dart System 1 Name

TOA Reference

(Dart References can be TOA- or S-)

Dart System 2 Name

TOA Reference

(Dart References can be TOA- or S-)

Dart System 3 Name

TOA Reference

(Dart References can be TOA- or S-)

Section 3 Security Certification

VL01 Does your organisation have Cyber Essentials certification that covers the scope required for all aspects of the contract, and do you commit to maintaining this standard for the duration of the contract? Choose one option only.

❏ No (Please complete the Cyber Implementation Plan)

❏ No, but we have a plan to put this in place by the point of contract award (Please complete the Cyber Implementation Plan)

❏ *Yes (add the certification details below)

Certification body

Certification number

Certification expiry date (DDMMYY)

If you are not compliant with the Cyber Risk Profile for the contract

For each of the Cyber Risk Profile questions, asterisks show the compliant answers. If you give an answer that is not compliant, you must answer the question below.

When will the controls be implemented? Choose <u>one</u> option only.

❏ Before contract commencement, and will provide a Cyber Implementation Plan

❏ Not before contract commencement, but we have provided a Cyber Implementation Plan (CIP) with this response

❏ We will be unable to achieve compliance we have provided a Cyber Implementation Plan (CIP) with this response

Guidance on Cyber Implementation Plans (CIPs) can be found at:
https://www.gov.uk/government/publications/cyber-implementation-plan-cip

Section 10 Declaration

All suppliers must read this information and tick the box to confirm agreement before submitting a Supplier Assurance Questionnaire.

- I have authority to complete the Supplier Assurance Questionnaire
- The answers provided have been verified with all appropriate personnel and are believed to be true and accurate in all respects
- All information which should reasonably have been shared has been included in the responses to the questions
- Should any of the information on which the responses to this Supplier Assurance Questionnaire are based change, my company undertakes to notify the Ministry of Defence as soon as is reasonably practicable
- My company acknowledges that the Ministry of Defence reserves the right to audit the responses provided at any time

For and on behalf of my company, I confirm the above statements

Name:	(Type Name)
Email Address:	
Mobile Phone Number:	

Carefully check that you have responded to every relevant question before you submit your SAQ.

You will need to attach copies of your completed SAQ\CIP and the email you receive from the Cyber Supply Chain Security team when you submit your tender response.

Where possible send a completed PDF via email, rather than a scan of a printed version to [Redacted under FOIA Section 40 – Personal Information]