

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

How to use this form

The 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 DCPD team (UKStratComDD-CyDR-DCPD@mod.gov.uk)
- check the email you receive from the DCPD 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 DCPD 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.

Context and contract details

All suppliers must answer these questions.

Your name

Your email address

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>

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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

Risk Assessment Reference (RAR) for the contract

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Contract name

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Contract description

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Check which sections you need to complete

Answer the following question to check which parts of the form you need to complete.

In support of this contract only, please indicate whether MOD Identifiable Information is, or will be, processed on MOD accredited ICT systems. Choose one option only.

☐ The ICT systems have no accreditation

You must:

- answer all the questions in the form
- agree to the declaration at the end of the form

☐ The ICT systems have MOD accreditation to process OFFICIAL or OFFICIAL-SENSITIVE information

You do not need to answer the questions for the Very Low Cyber Risk Profile. You must:

- agree to the declaration at the end of the form
- add the DART (Defence Assurance Risk Tool) name and/or ID below

☐ The ICT systems are accredited to process SECRET or TOP SECRET information

You do not need to answer the questions for the Very Low Cyber Risk Profile. You must:

- agree to the declaration at the end of the form
- add the DART (Defence Assurance Risk Tool) name and/or ID below

If your ICT system(s) is accredited, enter the DART name and/or ID

Dart name

Dart ID

Very Low Cyber Risk Profile

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
- ☐ No, but we have a plan to put this in place by the point of contract award
- ☐ *Yes (add the details below and skip question VL01a)

Certification body

Certification number

VL01a If you do not have Cyber Essentials certification, do you have an equivalent standard that you would like to claim as an alternative? Choose one option only.

- ☐ No
- ☐ Yes

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 compliance be achieved? Choose one option only.

- ☐ Before contract commencement
- ☐ Not before contract commencement, but we will provide a Cyber Implementation Plan (CIP)
- ☐ We will be unable to achieve compliance

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

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 and the email you receive from the DCCP team when you submit your tender response.