



Appendix F2-2

Sample Interview (Open)

NAME:		TITLE:	
VENUE:	DATE:	TIME:	
INTERVIEW LEAD:	RECORDED BY:	OTHER ATTENDEES:	

INTRODUCTION

- Personal introductions
- Thank you for your time
- Assurance of full non-disclosure
- Our assignment is to assist <Company> to develop Information Security Architecture. Our approach is uniquely **Business-driven**. Security has no meaning or value unless it demonstrably contributes to your business mission, helps meet critical success factors, or manages business risk according to your unique business need.

OBJECTIVES

To gain from key stake holders an understanding of the <Company> context for Information Security:

- Current business position and future strategy
- Critical business success factors
- Threats to business assets and strategy
- Business constraints
- Business impacts
- Motivators and priorities for risk management
- Opportunities

This information will be used to:

1. Facilitate the provision of cost-effective, easy-to-use, scaleable security solutions which will enable the business to derive the greatest commercial advantages from the exploitation of information technology, without introducing unacceptable risks
2. Develop a catalogue of the business requirements for information security.
3. Develop a ranked view of the business requirements in terms of the scaleable level of security that is required to match the level of risk, using broad classification bands.
4. Provide traceability and assurance that business requirements will be met by the technical and operational components of the information security architecture.

1. BUSINESS POSITION AND VISION

Please tell us about the <Company> business today and your particular role in it.

Please tell us about your vision for the future of <Company> and any major business strategies that are already underway.

2. CRITICAL BUSINESS SUCCESS FACTORS

In the context of that vision, how will the business define 'success'?

3. CONSTRAINTS ON STRATEGIC SUCCESS

What do you see as the major challenges and constraints that must be overcome to achieve success?

4. THREATS TO AND IMPACT ON BUSINESS ASSETS
(Record H, M, or L and comment)

In terms of information handling, do you have any concerns with regard to:

Disclosure of information?

Compromise of integrity and reliability?

Loss of availability?

False repudiation?

Lack of accountability?

Other?

5. BUSINESS IMPACTS

(Record H, M or L and comment)

What would be the degree of business impact if threats were to materialise?

Loss of revenue?

Loss of capital?

Loss of customer confidence?

Loss of market confidence?

Loss of market share?

Loss of shareholder / partner confidence?

Loss of employee confidence?

Loss of supplier confidence?

Loss of management control?

Breach of regulatory requirements?

Breach of the law?

Other impact (please specify)

6. OPPORTUNITIES

Do you see any other opportunities for business success if security, trust, and confidence in systems, processes, and technologies were to be assured?

7. QUESTIONS, SUGGESTIONS & OMISSIONS

(record here any questions or suggestions from interviewee during the course of the interview. Also, ask “Are there any questions we omitted to ask you, or subjects that we should have discussed with you that you feel are important?”)

8. SPECIFIC ACTIONS ARISING FROM INTERVIEW

(record here any actions arising from the interview and assign responsibilities and time targets for completing)

(record here the names and job titles of subject matter experts recommended by the executive)

WHAT HAPPENS NEXT?

- Continue interviews – Executive, subject matter experts & IS.
- FRAP to gain enterprise-wide consensus on risk profile
- Issue interim business requirements report