

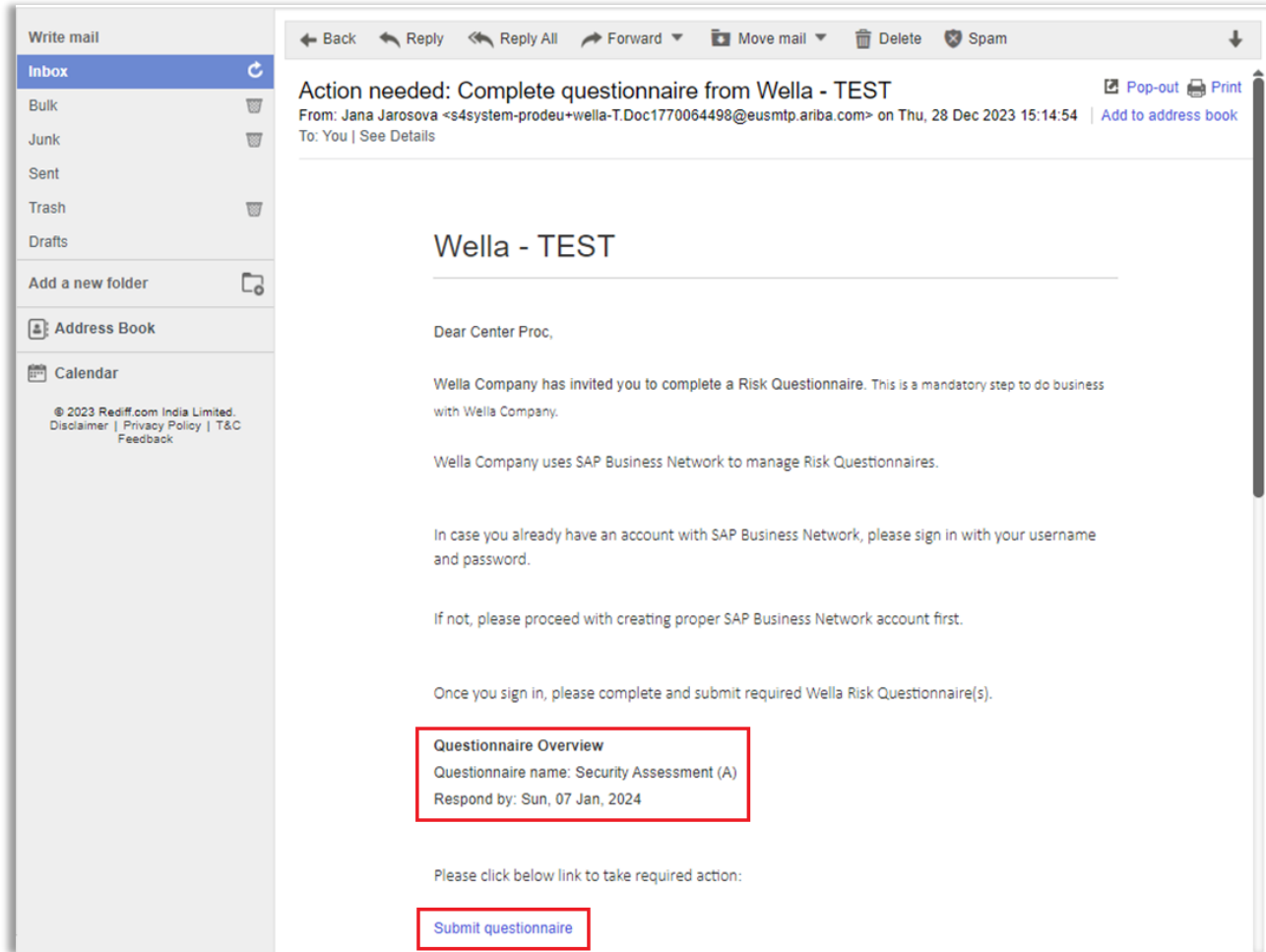


Supplier Questionnaire

Security Assessment



EMAIL NOTIFICATION



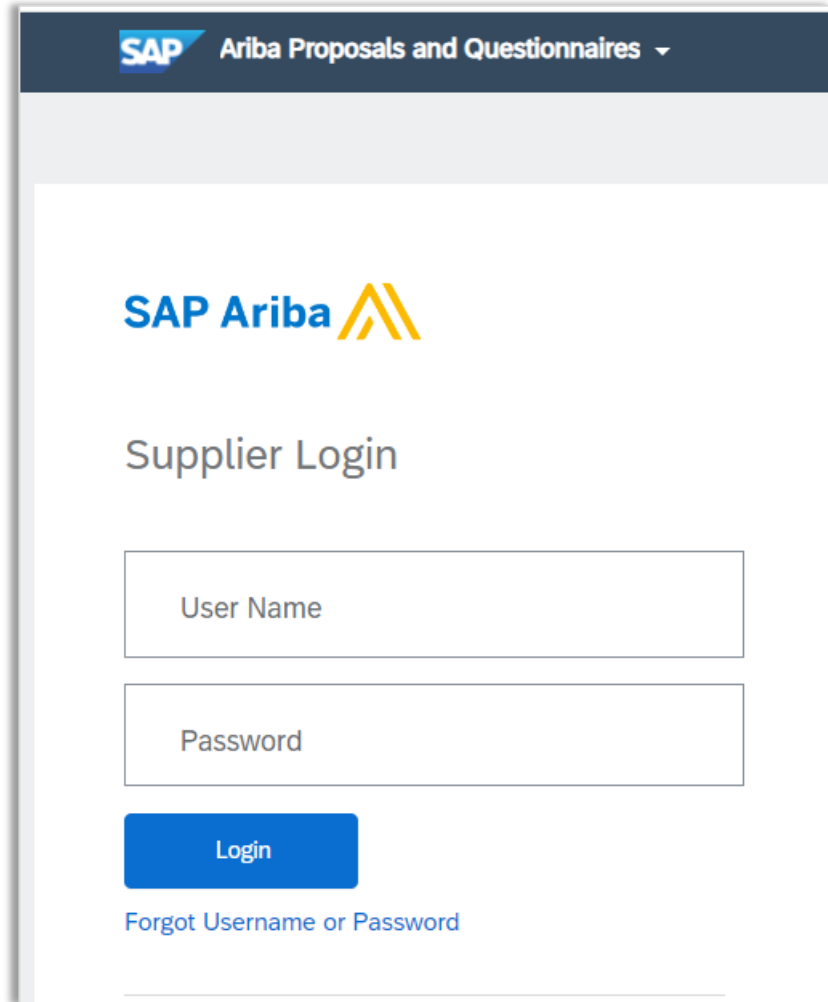
You will receive an email notification from SAP Business Network to complete Due Diligence Questionnaire.

‘Questionnaire Overview’ describes the type of a required questionnaire and provides the due date. Please ensure this is responded by the date indicated in the email. After that, the link will expire.

You have to click on the link ‘**Submit Questionnaire**’ mentioned in the email to be directed to SAP Business Network Questionnaire.

Important: Completing the assessment is a mandatory element of Wella New Supplier Onboarding process. Please note that in case the required assessment does not get completed and submitted, Wella will not approve individual company to become a supplier.

LOGIN



SAP Ariba Proposals and Questionnaires

SAP Ariba

Supplier Login

User Name

Password

Login

[Forgot Username or Password](#)

Login : If you have already registered on SAP Business Network then you can proceed to 'Login' using your SAP Business Network credentials.

Reset credentials : If you are an existing supplier on SAP Business Network but have forgotten your credentials, then you can reset it by selecting 'Forgot Username and password' and follow the instructions provided.

Register : If you do not have an account with SAP Business Network, you can proceed with creation a new account by clicking 'Register Now'.

Important – there is no cost associated with the Standard SAP Business Network Account creation.

LOGIN

Once you login on the SAP Business Network Home Page, you will find a section for 'Questionnaires' for the due diligence. In this section you will find proper Wella assessment required to complete a new supplier onboarding process. The assessment can be dedicated to either Data Privacy and/or Security.

If you have already responded to one of the questionnaire then it will be in 'Pending Approval' status and if there is a new or an open questionnaire it will be in 'Not Responded' status.

Click on the title of the questionnaire to open.

Questionnaires					
Title	ID	End Time ↓	Commodity	Regions	Status
▼ Status: Completed (1)					
Data Privacy Assessment	Doc1770322836	12/28/2023 4:39 PM	(no value)	(no value)	Pending Approval
▼ Status: Open (1)					
Security Assessment (A)	Doc1770064498	1/7/2024 3:14 PM	(no value)	(no value)	Not Responded

QUESTIONNAIRE

Once you have clicked on the title, you will be directed to the questionnaire. To have a full screen view, please click on the down arrow marked in the below screenshot to have a wider view of the questionnaire. You can either view all the content at once, or you can click on the sections number (1, 2, 3...) mentioned on the sidebar and complete it section by section.

The screenshot displays a questionnaire interface. On the left is a sidebar titled 'Event Contents' with a red border. It lists sections: 'All Content', '1 General', '2 Risk Management and ...', '3 Asset and Info', '4 Access Control', '5 Network and Endpoint...', '6 Application Security', '7 Security Operations', '8 Operational Resilience', and '9 Approval Workflow'. The main content area is titled 'All Content' and shows a list of questions. Questions 1.1, 1.2, 1.3, 1.5, 1.7, 2.1, 2.2, 2.5, 2.6, 2.7, 2.8, and 2.10 are visible. Questions 1.1, 1.2, 1.3, 1.5, 1.7, 2.1, 2.2, 2.5, 2.6, 2.7, 2.8, and 2.10 have dropdown menus with 'Unspecified' selected. Question 1.1 has a text input field. Question 1.2 has a list of service types with checkboxes: Technology (Digital, Cloud, Infrastructure, Point of Sale), Business Services (Transportation, Logistics, Marketing), Retail, Finance, E-Commerce, Telecommunications (Networking, Voice, Data), Manufacturing, and Other (Non Profit/NGO, Legal, Insurance, Tourism/Hospitality). A red box in the top right corner of the main content area highlights a small icon with a downward arrow.

QUESTIONNAIRE

The questionnaire is divided into different sections. Some questions are with yes/no drop-down and some are free text. Mandatory ones are marked with (*) sign.

You can also select multiple options. If needed, you will be asked to upload a supporting document.

Name 1

3 Asset and Info	
3.1 Do you have an operational asset management programme?	* Unspecified
3.3 Do you have an operational information classification programme that applies to all in-scope information assets?	* Unspecified
3.4 Is an owner assigned to all information assets?	* Unspecified
3.5 Is access to information assets periodically reconfirmed (recertified) by asset owners?	* Unspecified
3.6 Do you have a policy for information handling including handling, transferring and communication, in line with its classification level?	* Unspecified
3.8 Describe how Wella Company data is protected in transit.	*
3.9 Describe how Wella Company data is protected at rest	*
3.10 Describe your approach to protecting encryption keys and other secrets.	*
3.11 Are Information Security requirements specified and documented when new systems are introduced, upgraded, or enhanced?	* Unspecified
3.12 Is there an operational Change Management/Change Control process?	* Unspecified
4 Access Control	
4.1 Is there an operational Access Control program	* Unspecified
5 Network and Endpoint Security	
5.1 Is there an operational mobile device management program in place?	* Unspecified
5.2 Are network or security technologies used to establish and enforce security requirements and block unauthorized traffic between segregated systems and other networks and systems?	* Unspecified
5.3 Is there an operational policy that defines the requirements for remote access from external networks to networks containing in-scope systems.	* Unspecified
5.4 Are encrypted communications required for all remote network connections from external networks to networks	* Unspecified

6.16 What is the Recovery Point Objective (RPO) of the application	* test
6.17 What is the Recovery Time Objective (RTO) of the application	* test
7 Security Operations	
7.1 Is there a formal incident management response plan?	* Yes
7.2 Do you have documented procedures in place to notify Wella Company without delay after becoming aware of a security incident or a potential or actual personal data breach?	* Yes
7.3 Are events on in-scope systems regularly reviewed to uncover potential incidents?	* Yes
7.4 Does regular security monitoring include malware activity alerts such as uncleaned infections and suspicious activity?	* Yes
7.5 Is there a communication method (e.g., e-mail, web form, phone, etc.) available to customers/clients 24/7/365 to report security incidents?	* Yes
7.6 Have you had a security incident in the last 12 months?	* Yes
7.7 Please supply details.	* test
8 Operational Resilience	
8.1 Do you have an operational Business Continuity programme?	* Yes
8.2 Do the in-scope services and/or products fall within the scope of this programme?	* Yes
8.3 Does formal disaster recovery testing take place at least once a year?	* Yes
8.4 Is there a plan data recovery following a successful data compromising cyberattack e.g., ransomware?	* Yes
8.5 Is in-scope data backed up and stored off site?	* No
9 Approval Workflow	
9.1 Trigger of Approval Workflow	6

(*) indicates a required field

[Submit Entire Response](#) [Save draft](#) [Compose Message](#) [Excel Import](#)

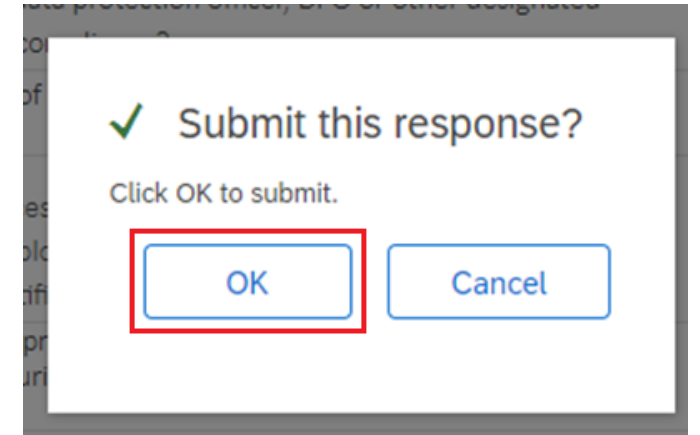
SUBMIT

Once you are done filling the questionnaire with all the mandatory information you can click on 'Submit Entire Response'. You will get a pop-up and select 'OK' to proceed.

8 Operational Resilience	
8.1 Do you have an operational Business Continuity programme?	* Yes ▾
8.2 Do the in-scope services and/or products fall within the scope of this programme?	* Yes ▾
8.3 Does formal disaster recovery testing take place at least once a year?	* Yes ▾
8.4 Is there a plan data recovery following a successful data compromising cyberattack e.g., ransomware?	* Yes ▾
8.5 Is in-scope data backed up and stored off site?	* No ▾
9 Approval Workflow	
9.1 Trigger of Approval Workflow	6 ▾

(*) indicates a required field

Submit Entire Response | Save draft | Compose Message | Excel Import




SUBMIT

You will get a notification at the top of the questionnaire that the response has been submitted and the status of the questionnaire will change to 'Pending Approval'. If the team find some discrepancy or need more information, they questionnaire will be sent back to you and the status will turn to 'Pending Resubmission'

 Doc1770064498 - Security Assessment (A)

 Time remaining
8 days 23:59:31

 Your response has been submitted. Thank you for participating in the event.

Questionnaires

Title	ID	End Time ↓	Commodity	Regions	Status
▼ Status: Completed (2)					
Security Assessment (A)	Doc1770064498	12/29/2023 3:15 PM	(no value)	(no value)	Pending Approval
Data Privacy Assessment	Doc1770322836	12/28/2023 4:39 PM	(no value)	(no value)	Pending Approval

