

## 03 - Assessment scope and permission

Agree the questions, systems, permitted methods and deliverables before assessment work begins.

Draft answers do not authorize access or create a contract. The proposal confirms scope, price and acceptance checks.

Keep answers brief. Name the source, owner and date. Leave unknowns marked. Do not include passwords, keys or sensitive records.

### 1. What questions should the assessment answer?

Describe the technical risk, control readiness, architecture or other decision you need help with.

Answer

Source / owner / date

### 2. Which systems and assets are in scope?

List asset IDs, owned domains or IP ranges, tenants and applications. State exclusions.

Answer

Source / owner / date

### 3. Who owns each assessment target?

Give ownership or third-party permission references. Identify permissions still needed.

Answer

Source / owner / date

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### 4. Which assessment methods may be used?

Choose evidence or configuration review, interviews, passive collection, vulnerability scans or active testing.

Answer

Source / owner / date

### 5. Is active testing authorized, and for which techniques?

Give the written approval reference and permitted techniques. Write 'Not authorized' if excluded.

Answer

Source / owner / date

### 6. When may testing occur, and what limits apply?

Give time zone, rate limits, fragile systems, prohibited methods and stop conditions.

Answer

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### 7. Which requirements should the assessment use?

Give the exact framework and revision, contract clause or assessment requirement, and who confirms it.

Answer

Source / owner / date

### 8. How will the team access and handle evidence?

Give read-only roles, evidence location, redaction needs and restrictions on handling.

Answer

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### 9. What population and samples should be reviewed?

Identify the assets or controls, sample sizes and limits on how representative the results will be.

Answer

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### 10. What should the assessment deliver?

Agree report format, risk and severity method, readout audience and remediation detail.

Answer

Source / owner / date

### 11. Who may stop the work or respond to an incident?

Give the decision-maker and backup contact, with the approved contact route.

Answer

Source / owner / date

### 12. What happens to assessment evidence after delivery?

Agree retention, export and deletion approvals, and who accepts the final work.

Answer

Source / owner / date