

Compliance Control Assessment Checklist

Document Title: Compliance Control Assessment Checklist

Prepared by: [Assessor Name / Team]

Department: [Department Name]

Date: [Date]

Assessment Period: [Start Date] – [End Date]

Checklist

Control	Requirement/Standard	Compliant?	Evidence/Notes
User Access Management	Access rights reviewed and approved regularly	<input type="checkbox"/> Yes <input type="checkbox"/> No	[Details/Evidence]
Password Policy	Meets organizational requirements	<input type="checkbox"/> Yes <input type="checkbox"/> No	[Details/Evidence]
Data Encryption	Sensitive data encrypted at rest & in transit	<input type="checkbox"/> Yes <input type="checkbox"/> No	[Details/Evidence]
Incident Response	Incident response plan in place and tested	<input type="checkbox"/> Yes <input type="checkbox"/> No	[Details/Evidence]
Vendor Management	Vendor compliance assessments conducted	<input type="checkbox"/> Yes <input type="checkbox"/> No	[Details/Evidence]

Assessor's General Comments

[Enter summary of assessment findings, observations, and overall compliance status]

Important Notes

- This checklist serves as a guideline and should be adapted to organizational and regulatory requirements.
- All evidence and comments should be documented clearly for audit trails.
- Regular reviews and updates of the checklist are recommended to reflect new compliance standards.
- Involvement of relevant stakeholders increases assessment effectiveness and accuracy.
- Non-compliance findings should be followed by corrective action plans and timely remediation.