

# Identified Non-Compliance Issues and Risks

## Summary Table

No.	Description of Issue	Potential Risk	Severity	Recommended Action
1	Unauthorized access to confidential data	Data breach, reputational damage	High	Implement access controls and regular audits
2	Incomplete documentation of processes	Non-compliance during audits	Medium	Regularly update and review all process documents
3	Lack of employee compliance training	Increased risk of violations	High	Schedule mandatory compliance training sessions
4	Unsecured storage of sensitive information	Theft or loss of sensitive data	High	Use secure storage solutions and encrypt data
5	Delayed incident reporting	Regulatory penalties, unresolved issues	Medium	Establish a clear incident reporting protocol

## Important Notes

- This document should be regularly reviewed and updated as new issues are identified.
- Proper follow-up and closure of each issue is essential to minimize organizational risk.
- All non-compliance issues must be addressed in accordance with regulatory and company policies.
- Retention of evidence and documentation is critical in the event of an audit or investigation.