

Operational Risk Assessment

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To: [Reseller Name]

[Reseller Address]

[City, State, Zip Code]

Subject: Operational Risk Assessment

Dear [Reseller Name],

As part of our commitment to ensuring a robust operational framework, we are conducting an operational risk assessment for our reseller partnerships. This assessment aims to identify potential risks and develop strategies to mitigate them effectively.

Assessment Overview

The assessment will involve the following key areas:

- Compliance with regulatory requirements
- Supply chain vulnerabilities
- Data security measures
- Business continuity plans
- Financial health and stability

Request for Information

We kindly request that you provide the following information by [insert deadline]:

- Documentation related to compliance policies
- Details of your supply chain management
- Data security protocols in place
- Business continuity planning documents
- Recent financial statements

Your cooperation is crucial for this assessment, and we appreciate your prompt attention to this matter. Should you have any questions or require further clarification, please do not hesitate to contact me.

Thank you for your collaboration.

Sincerely,

[Your Name]

[Your Position]

[Your Company]