

## Logic Manager Legal Compliance Survey Guide

Logic Manager Field	Interpretation
Survey	<p>Do we, or do we not, currently comply with the legal Requirement?</p> <p>Options:</p> <ul style="list-style-type: none"> <li>- <u>Yes</u>: Yes, we comply with this Requirement.</li> <li>- <u>No</u>: We do not comply with this Requirement.</li> <li>- <u>N/A</u>: We do not perform activities covered by this Requirement.</li> </ul>
What do we do currently?	<p>This should be answered for the current state, i.e., what are our current processes with regards to this requirement.</p> <ul style="list-style-type: none"> <li>- If you answered “Yes” above, how do we ensure compliance?</li> <li>- If you answered “No”, why not or what do we do instead?</li> <li>- If you answered “N/A”, why is this not applicable to you and who do you believe it is applicable for?</li> </ul>
Controls	<p>Tagging controls that are in-place now. High-level description of any controls used in our current process (i.e., answer to “What do we do currently”). This tagging is helpful for reporting/monitoring of controls.</p>
What is your response to this risk?	<p>Do we accept our current position, or will we need to do more work in this area?</p> <p>Responses:</p> <ul style="list-style-type: none"> <li>- <u>Accept</u>: We accept the answer to the Survey and do not see the need for any additional controls/work (would expect this to be used when we are compliant/satisfied with our answer).</li> <li>- <u>Mitigate</u>: We do not accept the answer to the Survey and need to do further work (would expect this to be used when we are non-compliant).</li> <li>- <u>Avoid</u>: We will stop doing the underlying activity (not expected to be used often).</li> <li>- <u>Transfer</u>: We will contract out the activity (not expected to be used often).</li> </ul>
Reasoning	<p>Why is that response appropriate? If our response is ‘mitigate,’ what will you do? If our response is ‘accept,’ why is it right to accept our current position?</p>

## Example 1: Compliant

Using the fictions Requirement, “All doors must be painted pink” as an example, this is what the screen would look like if we were compliant:

The screenshot displays a web application interface for managing requirements. The top navigation bar includes 'Taxonomy', 'Plans', 'Library', 'Events', 'Report Portal', 'Solution Center', 'Chat with support', and 'MW'. The breadcrumb trail is 'Plans > Test > All doors must be painted pi...'. The main content area is titled 'Requirement Details' and shows the requirement 'All doors must be painted pink' under the category 'Factor'. The 'Requirement Actions' dropdown is visible on the right. The 'Controls' section lists 'Policy' and 'Training', with a note: 'Can't find the appropriate control? Add controls from your company's control library.' The 'Survey' section shows a 'Yes' response with the annotation 'Yes we are complaint'. The 'What do we do currently?' section contains the text 'University Pink Door Policy in place. PSD manages all doors and staff receive regular training on this requirement.' with the annotation 'What we currently do to ensure we are compliant. This supports our "Yes" answer.' The 'What is your response to this risk?' section shows the response 'Accept - retain the risk and develop a contingency plan if appropriate to minimise potential impacts' with the annotation 'We accept our current position.' The 'Reasoning' section contains the text 'We are currently compliant but will continue to monitor going forward.' with the annotation 'We accept our current position because...'. A 'SAVE' button is located at the bottom right.

Plans > Test > All doors must be painted pi...

Overview Requirement Details Related Tasks

Category > Factor

Example Act 1 > Example Section 1

Requirement

All doors must be painted pink

Survey

Yes

What do we do currently?

University Pink Door Policy in place. PSD manages all doors and staff receive regular training on this requirement.

What is your response to this risk?

Accept - retain the risk and develop a contingency plan if appropriate to minimise potential impacts

Reasoning

We are currently compliant but will continue to monitor going forward.

Requirement Actions

Controls

Select controls from Test

- Policy
- Training

Can't find the appropriate control?  
Add controls from your company's control library.

High level tagging of our current controls (Pink Door Policy and Staff Training).

Yes we are complaint

What we currently do to ensure we are compliant. This supports our "Yes" answer.

We accept our current position.

We accept our current position because...

SAVE

## Example 2: Not compliant

Using the fictions Requirement, “All doors must be painted pink” as an example, this is what the screen would look like if we were not compliant:

The screenshot shows a web application interface for requirement management. At the top, there is a navigation bar with the following items: **PLANALIA** logo, **OTACGO** logo, **onomy**, **Plans**, **Library**, **Events**, **Report Portal**, **Solution Center**, **Chat with support**, a gear icon, and **MW**.

The main content area is titled **Plans > Test > All doors must be painted pi...**. Below this, there are tabs for **Overview**, **Requirement Details** (which is active), and **Related Tasks**. The category is **Factor** and the specific requirement is **Example Act 1 > Example Section 1**.

The requirement text is **All doors must be painted pink**. Below this, there is a **Survey** section with a **No** response selected. A blue callout box points to this response with the text: "No, we are not compliant."

The next section is **What do we do currently?** with the text: "Although a Pink Door Policy was introduced at the start of the year, due to Covid-19 delays, the doors on the Invercargill Campus remain green." A blue callout box points to this text with the text: "Why are we not compliant? Provide details relevant for VCAG/Council."

The next section is **What is your response to this risk?** with the selected option **Mitigate – implement controls and other treatments to reduce the impact or likelihood of an event**. A blue callout box points to this option with the text: "We do not accept our current position and will perform additional work to become compliant."

The next section is **Reasoning** with the text: "It is important that we comply with this requirement and plan to have all door in Invercargill painted by March 20XX." A blue callout box points to this text with the text: "Since 'Mitigate' was selected, what will we do to ensure compliance?"

On the right side, there is a **Requirement Actions** dropdown menu with options: **New Issue**, **Remove Requirement**, **Controls**, and **Select controls from Test**. A blue callout box points to the **Controls** section with the text: "High level tagging of our current controls (Pink Door Policy)." Below this, there is a **Policy** section with the text: "Can't find the appropriate control? Add controls from your company's control library."

At the bottom right, there is a **SAVE** button.