

## Stakeholder Interview Questions

*Before you begin, keep in mind that conducting these interviews effectively will minimize disruptions to stakeholders and their work. Interviewing is a soft skill, so approach it with curiosity and respect. Strive to gain a clear and comprehensive understanding from the outset—this will reduce the need for repeated follow-ups and allow you to perform your role more efficiently.*

1. Describe your role, responsibilities, and how your work supports the business.
2. Can you list the mission-critical applications your department uses on a daily basis? Given 40 hours a week, which applications do you regularly use during that time (besides email/Microsoft Office) to do your job?
3. What data types (financial, health, etc.) are stored in these applications, and how does your department use this data?
4. What is acceptable downtime for these applications?
  - a. How does this application affect the business if it is down for X days?
  - b. If the application was restored from backup, how many days would you have to revert?
5. Could you walk me through the business workflows that rely on these systems?
6. What are your primary concerns about your current systems and data security?
7. Does your current system meet your needs? If not, are there plans or timelines for replacement?
8. How can the vCISO and security help your line of business?