

IT Self Assessment Questionnaire

An applicant firm must use this form to determine whether it is required to complete the Detailed IT Controls Form, the IT Controls form, or neither.

If the applicant firm is a bank, an e-money issuer, or a multilateral trading facility then it must complete the Detailed IT Controls Form and do not need to answer any further questions on this form. All other applicant firms must continue to section 1 below.

1.	Nature of operations:	Y or N
1.1.	Will the firm be totally reliant on IT systems to conduct regulated business?	
1.2.	Will there be financial consumer detriment if the IT system the firm is relying on becomes unavailable?	
1.3.	Will the firm's customers be able to transact business over internet or through some other remote electronic medium?	

If you have answered "No" to all of the questions in section 1 then you do not need to complete either of the IT Controls Forms and do not need to answer any further questions on this form.

If you have answered "Yes" to any of the questions in section 1 then your firm may be reliant on IT systems, have complex IT systems or both. As a result you will need to answer section 2 below.

2.	Scale of operations:	Y, N or N/A
2.1.	Will the firm's average annual income over the first three years expected to be greater than £50m or 10% of total market income?	
2.2.	Is the forecast value of assets under management at the end of three years greater than £2bn?	
2.3.	Will the firm's average gross premium income over the first three years be more than £200m	

If you have answered 'Yes' to any questions in section 2, then you must complete the Detailed IT Controls Form and do not need to answer any further questions on this form.

You should continue to answer section 3 if you have answered 'No' or N/A to all questions in section 2,

3.	Scale of operations:	Y, N or N/A
3.1.	Is the average annual income over the first three years expected to be greater than £25m or 5% of total market income?	
3.2.	Is the forecast value of assets under management at the end of three years greater than £1bn	
3.3.	Will the firm's average gross premium income over the first three years be more than £100m	

If you have answered 'No' or 'N/A' to all questions in section 3, then you do not need to complete either of the IT Controls Forms and hence do not need to answer any further questions on this form.

You should continue to answer sections 4, 5 and 6 if you have answered 'Yes' to any questions in section 3.

4. Complexity of IT systems	Y or N
Does the system have any of the following features:	
4.1. Sophisticated or complex functionality or business logic, e.g. complex trading algorithms	
4.2. Significant degree of straight-through processing, e.g. orders once input generate payment/settlement transactions with minimal further intervention.	
4.3. Significant degree of customisation	
4.4. In-house development	
4.5. New solution	
4.6. settlement or clearing of own transactions	
4.7. settlement or clearing of transactions for third parties	

5. Dependence on IT systems	Y or N
Does the system have any of the following features:	
5.1. High volume processing	
5.2. Business needs systems to be available over 99% of the time during business hours	
5.3. Program development or support outsourced	
5.4. Operation of data centres outsourced	

6. Interfaces with other IT systems	Y or N
Does the system have any of the following features:	
6.1. Electronic payment transfers via the internet in settlement of purchases/service	
6.2. System accessible to clients from a public connection e.g. internet	
6.3. Interfaces enabling direct input and/or output via customers' or counterparties' systems	
6.4. Transactions made on the basis of frequently-changing market price information, and clients 'locking in' to the price at a moment in time	

If you have answered 'Yes' to more than four questions in section 4, 5 and 6 then you must complete the IT Controls Form (as opposed to the *Detailed* IT Controls Form).

If you have answered “Yes” to less than four questions in section 4, 5 and 6 then you do not need to complete either of the IT Controls Forms.

Applicant firms are reminded that irrespective of the outcome of this questionnaire the onus remains with applicant firms to demonstrate to the FSA that it has appropriate systems in place which are fit for purpose to conduct regulated activities and have been formally approved by the directors/board of the applicant firms. The FSA reserves the right to request applicant firms to provide evidence of this to support its FSA application.