OneTPRM Vendor Portal

User Guide for Third Parties

✓ Standardise
✓ Digitise
✓ Simplify

TPRM

Third Party Risk Management Simplification

SCM Transformation | Powering growth through strategic partnerships

A **Fit for Growth** initiative

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Introduction

1. A Third Party refers to a legal entity, whether external or internal, that has entered a business relationship or contract with Standard Chartered or its subsidiaries to deliver goods, product or services. This definition also encompasses significant sub-contractors involved in the arrangement.

2. A Third Party is required to complete certain risk assessments (depending on the arrangement) prior to contracting and commencement of the arrangement.

3. These risk assessments are conducted to ensure the controls in place are effectively managing the main risks that could impact the business relationship.

4. The key change for Third Party is that risk assessments will be now conducted via an online portal. However, most of the risk assessment questionnaires will remain similar / unchanged.

5. For Third Party Risk Management (TPRM) arrangements, Third Party is required to complete risk assessments in the OneTPRM [Vendor Portal](#).

List of Risk Assessments Applicable for Third Party

No.	Name of Risk Assessment	Arrangement Applicability
1	Climate Risk	Vendor
2	Financial Due Diligence	Vendor & Non-Vendor
3	PAQ (Pre Assessment Questionnaire)	Vendor & Non-Vendor
4	PCIQ (Payment Card Industry Questionnaire)	Vendor & Non-Vendor
5	Resilience Third Party	Vendor & Non-Vendor
6	Subcontractors	Vendor & Non-Vendor
7	TPDPA (Third Party Data Privacy Assessment)	Vendor & Non-Vendor
8	TPDPA C2C (Third Party Data Privacy Assessment C2C)	Vendor & Non-Vendor
9	Third Party Security Risk	Vendor & Non-Vendor
10	TPSR Controls (Third Party Security Risk Controls)	Vendor & Non-Vendor

*Note: The table provides a comprehensive list of Risk Assessments that may apply to a third party. However, please be aware that each third party will only need to perform the assessments relevant to their specific arrangement.

How to complete a Risk Assessment

Third Party (TP) logs into the OneTPRM Vendor Portal via emails provided

Login to Vendor Portal

TP will receive 2 emails from notify@processunity.com to login to the OneTPRM Vendor Portal

1. **Email #1** will provide TP with their username and link to the vendor portal
2. **Email #2** will provide TP with the temporary password
3. TP is required to change password and login again to the vendor portal

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ProcessUnity Alert: For Action: KLASS 1 FINANCE to complete Subcontractors for R-0085

PN ProcessUnity Notifier <notify@processunity.com>
    To ● Sharaffudin, Abdul Alimmohd
                                            Fri 11/14/2025 11:18 AM

https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Furldefense.com%2Fv3%2F__https%3A%2F%2Femea-portal.processunity.net%2Fstandardchartered-test%2FDefault.aspx%3Flanguage%3D0__%3B!!ASp95G87aa5DoyK5mB3l!5AdI7Q0wVQR71FzVqOmiLoH-RqeBtO-b86i6HsDZFbTvehZYxiTy88ey5uv6-61S7T5XH1A5dIusTqP0fjJrSuP_fO4_uLs%24&data=05%7C02%7Cabdulalimbinmohd.sharaf-fudin%40sc.com%7C631f6e3434074bef0f6808de232c7acf%7Cb44900f12def4c3b9ec69020d604e19e%7C0%7C0%7C638986871128858929%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRyd-WUsIIYiOilwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C%7C&sdata=h%2FoYsWpuOcWcYeaAmpLiWSRIAa3QwxaK%2BLo%2BqcCD%2Bj0%3D&reserved=0

Your username is: AbdulAlimBinMohd.Sharaffudin@sc.com

Your password will follow in a separate email.

You will be required to change your password upon logging in for the first time.

Note: This is an automated email message.

Please do not reply to this email.

Many thanks,
OneTPRM Service Delivery team

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ProcessUnity Alert: For Action: KLASS 1 FINANCE to complete Subcontractors for R-0085

PN ProcessUnity Notifier <notify@processunity.com>
    To ● Sharaffudin, Abdul Alimmohd
                                            Fri 11/14/2025 11:18 AM

Hi Alim Alim,

Your password is: 2m?A/6Fgq}

Note: This is an automated email message.

Please do not reply to this email.

Many thanks,
OneTPRM Service Delivery team

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standard chartered

Vendor Portal

Username

Password

Login >

Forgot Password   Change Password

Powered by ProcessUnity

How to complete a Risk Assessment

Third Party (TP) completes risk assessment

Complete Risk Assessments

TP selects **All Assessments** to view the status of all risk assessments

1. To complete a risk assessment, TP can select any of the risk assessment under **In Progress / In Follow-up**
2. TP then can start answering the questionnaire
3. To delegate a question to another Third Party Contact (colleague), TP can select **Delegate Question** and choose the Third Party Contact from the drop-down list*
4. Once completed, TP can click **Submit**
5. TP can then click **OK** to send the questionnaire for review**

The other Third Party Contact will receive an email notification to complete the delegated question(s)

***TP can only submit once all delegated questions have been completed by the delegated person(s)*

How to Create a New Third Party Contact

Third Party (TP) creates a new Third Party contact person to assist with completing risk assessments

Create New Third Party Contact

1. In the Vendor Portal, TP selects **Contacts at your Organization**
2. TP then selects **Create New Contact**
3. TP will need to fill in the following:
   1. **First Name**
   2. **Last Name**
   3. **Email Address**
4. TP clicks **OK**

Note:
- Activation of new Third Party Contact will be completed by Standard Chartered's OneTPRM Service Delivery team
- TP is advised to inform the Contract Owner for activation support

How to Complete an Issue Raised by Risk Approver

Third Party (TP) completes Issues raised by the bank's risk approvers

Complete Issues

(*Where applicable*) TP will receive an email notification informing that risk approvers have raised an issue (from a risk assessment) that needs to be addressed by TP

1. In the Vendor Portal, TP selects **Issues**
2. TP then choose the relevant issue from the **Open** section
3. TP then selects **Provide Remedial Response**
4. TP can fill in the necessary information
5. Then click **OK**
6. To attach evidence, TP can select **Attachments**
7. Then TP can click **Add Link** to upload files or attach links
8. Once evidence is attached, TP can click **Done**
9. To submit the response, TP can select **Submit for review**
10. Then TP clicks **OK** to confirm

Frequently Asked Questions

#	Question	Answer
1	What is the OneTPRM vendor portal?	The OneTPRM vendor portal is an online platform for Standard Chartered's Third Party counterparts to complete risk assessments sent by the bank and its subsidiaries. Third Party may log into the vendor portal [here]().
2	Who is responsible to complete the risk assessments in the OneTPRM vendor portal?	The contact person of the Third Party (for the arrangement) is responsible to complete the risk assessments where required.
3	How will the Third Party contact person be informed of the risk assessments to complete?	An email will be sent to the Third Party contact person's registered email address (with the Bank). For the first login, the email will contain a user id and password for Third Party to access the vendor portal.
4	What if the Third Party cannot complete the risk assessments in the vendor portal (due to company policy, etc.).?	If the Third Party is unable to use the vendor portal, please reach out to your counterpart in Bank (Contract Owner) to assess other options.
5	Can the Third Party contact person delegate the whole questionnaire / selected questions to a colleague?	Yes, as long as the colleague is in the **Contacts at your organisation** list (in the vendor portal), Third Party may use the **Delegate Question** feature to assigned the risk assessments questionnaire. If the colleague is not in the list, please refer to slide #7 on how to register a new Third Party contact.
6	Are all risk assessments assigned to a Third Party mandatory to complete?	Yes, please complete all risk assessments assigned. Only when all risk assessments are approved can the arrangement progress to the next stage.
7	Who will review the risk assessments completed by Third Party?	Risk assessments will be reviewed/approved by the Risk Approver assigned to the arrangement. Third Party can view the status of each risk assessments in **All Assessments.**
8	Who should the Third Party refer to if they have any questions regarding the OneTPRM vendor portal/ risk assessments?	For any queries, Third Party is advised to contact the Contract Owner of the arrangement.

Thank You