Allowing Stakeholders to Add Other Stakeholders

You can allow users to add stakeholders. New stakeholders must perform the requirements defined by the workflow stage. For example, if a stakeholder is added to the information gathering stage of an assessment, a questionnaire will be sent to them.

Stakeholders can add other stakeholders to workflow definitions, depending on permissions, but not to workflow templates. Synchronizing a workflow definition with its original workflow template will remove any additional ad hoc stakeholders.

If stakeholders are added to an assessment workflow definition, they will be automatically included the next time the assessment runs.

To allow stakeholders to add stakeholders:

1. Open RiskVision Policy Manager.
2. Go to **Configuration** > **Workflows**.
3. Click a workflow name to open. Click Edit.
4. Click a workflow stage to open.
5. Click **Allow Additional Stakeholders to be added**
6. Optional: To send an email when a stakeholder is added, click the name of an email template from the Notification dropdown.
7. Click **Save**. New workflow definitions will be created from the revised template.

Workflow instances that are already in progress will not be changed unless they are synced.