

Executive Short Course

Asset Recovery Management

Course	Asset Recovery Management
Instructor	Fauzi Hasan, DR, Ir. MM, MBA, PMP, CISA, CISSP, SSCP, CISM, CSCP, CMPP, CGeIT, APICS, CE-PM, Cert. Change Management (APMG)
Description	<p>The Asset Recovery Management course is designed specifically for the executives in the organization and for those who have asset management responsibilities.</p> <p>This course teaches the participants the methods in identifying vulnerabilities and takes appropriate countermeasures to prevent and mitigate failure risks for an organization. It also provides the networking professional with a foundation in asset recovery management, including preparation of a disaster recovery plan, assessment of risks in the enterprise, development of policies, and procedures, and understanding of the roles and relationships of various members of an organization, implementation of the plan, and recovering from a disaster. This course takes an enterprise-wide approach to developing an asset recovery management plan.</p> <p>As we know that asset recovery management is include:</p> <p>Prevention -> Response -> Resumption -> Recovery -> Restoration</p> <p>The course is designed to support the executives to expand their understanding of information technology (IT) and provide practical view in conducting asset recovery management.</p> <p>This course deals with how can the executives achieve an appropriate balance between realizing opportunities for gains while minimizing losses. It is an integral part of good management practice and an essential element of good corporate governance.</p> <p>Participants will be expected to gain a working understanding of how to identify reference and implement security management and control policies, standards and related asset recovery management. Regarding the latter, the objective is to learn how to identify and interpret the requirements of the standards and. implement the standards in asset recovery.</p> <p>Each class session will include discussion on asset recovery management practice, control or audit issues that participants should be familiar with.</p>
Objectives	<p>The course has been designed to enhance the skill and insights in the area of asset recovery management practice, especially in relation to the practice and implementation in their day-to-day operation. The training shall provide the participant with the following capabilities:</p> <ol style="list-style-type: none"> 1. Have thorough understanding of good asset recovery management practice within the scope and framework of Best Practice of Asset management

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	<p>2. Enhanced knowledge and skill in dealing with the operational issues as related to asset management recovery within day-to-day installation operation and risk management</p> <p>3. Enhance capability to implement tool for identifying, analyzing, eradicating and communicating the risks within the cycle of risk management</p> <p>4. Support the attainment of organizational business objectives by providing comprehensive perspective of asset risk management to the executive management of the organization</p> <p>5. Capability in assuring the level of alignment between asset management and organization business in the drive to achieve organization’s objectives</p>
<p>Target Audience</p>	<p>Who should attend?</p> <ul style="list-style-type: none"> • Business Director • Business Manager • Operation Director • Operation Manager • Chief Information Security Officer (CISO) • Chief Information Officers (CIO) • Chief Technology Officers (CTO) • IS/IT Steering Committee • Audit Committee • IT Senior Manager • Information Security Manager • Senior Risk Manager • Senior Audit Manager • IT & Audit Staff • IT Security Staff • Risk Management Staff
<p>Duration</p>	<p>3 Days 09:00 - 16:00</p>
<p>Investment/Person</p>	<p>Rp 6.750.000,00 [exclude government tax, transportation & accommodation]</p>
<p>Course Contents and Descriptions</p> <p>a) Understanding the Risks</p> <ul style="list-style-type: none"> ○ Track the development of risk management from its roots of origin to modern practice ○ Provide risk related definitions ○ Provide a link between risk management and business continuity management as part of a risk management framework ○ Develop the theme of risk management and business continuity management as part of good governance and business management <p>b) Stakeholders and Their Role</p>	

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- Begin the process of understanding the operational risks to the organization and above all the potentially destructive impact of some risks.
- Recognize the wide range of the stakeholders in the organization; and understand their importance, their roles and their needs.
- Ensure a sensitivity to these stake-holders' roles when undertaking risk assessments, business impact assessments any subsequent risk management activity.
- Understand both the role of the stakeholder who plays a part before a risk incident; and the potential additional impact of new stakeholders' who emerge as a risk incident is unfolding.
- Set the wider scene for the risk assessments, the business impact analyses and the recovery planning subjects that are covered in later part of the training

c) Governance, Good Practice, Standards, Regulation and the Law

- Consider the position of governance, good practice, standards, regulation and the law in the risk management framework
- Examine the relationship between governance, good practice, standards, regulation and the law
- Explore each subject in sufficient detail to appreciate the position of these in terms of business
- Continuity management
- Analyze the global response of organizations to business continuity management regarding each of the issues

d) Culture, Strategy, Performance, Risk and Business Continuity,

- Explore how risk management and business continuity management can be embedded as part of good management practice
- Consider the position of risk management and business continuity management in the strategic and operational planning processes
- Review the risk environment in the context of what is at risk and what impact discontinuity might have on an organization and its vision, values, culture and risk tolerance
- Consider business continuity at all levels internal and external to the business environment and in the context of enterprise risk management and enterprise business continuity management
- Examine how the board is engaged and attention sustained through demonstrating how value can be added to the organization

e) The Business Continuity Management Cycle

- Consider how to engage the Board in appreciating the need for business continuity management
- Discuss the communication and embedding of business continuity management throughout an organization
- Recognize the wide range of the stakeholders in the organization; and understand their importance, their roles and their needs and engagement
- Recognize the wider societal issues associated with business continuity management have you kept this particular promise
- Introduce the business continuity management Cycle.
- compare and contrast the business continuity Cycle to the risk management Cycle

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f) The Business Impact Analysis (BIA)

- Understand the role and the values of a Business Impact Analysis (BIA) within the business continuity management process.
- Understand the BIA framework, its needs, its players and its ownership.
- Enable a consistency and clarity of objectives,
- Enable a consistent, clear, and measured communication of risk issues
- Access and evaluate sources of information
- Consider the opportunities for decision-making around risk information evolving from the BIA

g) The Business Impact Analysis: a hitch hikers guide

- Understand practical considerations when moving forward to deliver a BIA
- Talk through some of the options to obtain information and gain a trust in the balanced picture being developed.
- Consider some options for tools to be able to present risk concepts in a clear and concise way ready for decision making.

h) Application and Uses of BIA Information

- Illustrate the wider role and the practicalities of the BIA by reference to individual risks.
- Consider individual risks to Intellectual assets
- Physical damage to workstations and production lines
- Outsourcing and the value chain
- Illustrate the differing values of the BIA including the creation of tools and information that lead directly into business recovery plans.

i) Technology exposures and continuity

- Consider the special dependencies and the exposures around the technological services to an organization.
- Embrace the dependencies and interdependencies of centralized computer services, distributed systems, communications and end user equipment. Furthermore to embrace the exposures around laptops and other remote equipment.
- Embrace the risks within both in-house and also outsourced services and dependencies
- Bring together and match the crucial, urgent operational needs and opportunities available from with the technology suppliers.
- Consider the special expectations, exposures and dependencies of e-commerce
- Ensure the risk management and continuity of computerized systems embraces the mutual
- dependencies between technical services and the “old technologies” and people are clearly recognized.
- Encourage the organization, once the dependencies and opportunities are clear, to develop technological continuity plans that will precisely meet those urgent crucial needs.
- Ensure as best possible a credibility in technology risk management and continuity planning
- Establish ground rules and checklists in establishing technology continuity plans.

j) Dependency Management: Supplier Management, Outsourcing and Business Support

- Provide definitional language for supplier management, outsourcing and in-sourcing

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- Explore the implications of supplier management and lead times for replacement following loss or disruption Examine the issues involved and the planning required in managing the exit from an outsourcing agreement
- Examine with the use of case studies the implications of single-source and critical components in production and supply-chain processes
- Investigate the issues associated with production-line management techniques including just-in-time
- Consider the services provided to support business continuity management and the issues of dependency associated with these
- Discuss an approach for dovetailing business continuity with supplier and outsourcing management

k) Other applications for business continuity tools and principles

- Recognize where the business continuity principles and tools can be used elsewhere in the organization
- Make as much additional use as possible out of the Business Continuity tools, information and resources that have been created by maximizing all such values, improve the business case further for the resources and time applied; and any monetary investment made in business continuity management.
- Illustrate these additional values by considering individual exposures

l) The Role of People

- To gain an appreciation of the issues associated with people and Business Continuity Management
- To gain an understanding of why some people excel following an incident whilst others falter – and what makes the difference
- Examine the dynamics of team performance, the team players and issues associated with plan
- Invocation and recovery to consider the people success factors of an invocation
- Examine post trauma considerations and management
- Consider supply chain, outsourcing and off-shoring people-related issues
- Consider business continuity management training and education needs and the options for deliver

m) The Values of Insurance Products in a Crisis Situation

- To consider insurance products from the viewpoint of the critical or catastrophic risks carried by an organization
- To understand whether and where insurer's products and the insured's needs interface.
- To assess the value of conventional insurance products to organizations facing potentially catastrophic damage
- To identify in particular where these insurance products do not provide protection for the continuity needs of an organization.

n) Communications in a Crisis

- Examine the role of communication
- Consider aspects of reputation
- Consider communication by stakeholder and the options available
- Gain an appreciation that building resilience applies to communication too

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- Consider communication as part of the planning process
- Consider communication as part of the notification, invocation and recovery processes
- Evaluate the opportunities and threats associated specifically with the media
- Review the communications issues associated with team training, rehearsal and exercising

o) Relationships with Emergency and Governmental Services

- To consider the role that Emergency Services and other Governmental Departments play in business continuity
- To consider the role that Emergency services and other Governmental Departments play in crisis management
- Explore the value in understanding those roles and in co-operation when undertaking a process of continuity management.
- Recognize the opportunities and challenges brought by public authorities throughout the management of a business-threatening incident that has occurred

p) Rehearsals and exercising of plans and risk decision making.

- Discuss the importance of ensuring as much credibility as is possible in catastrophic risk management and continuity planning.
- Consider the values of rehearsal training and exercising of people, and the resources that are expected to be used.
- Understand the use of exercising and rehearsal training as a quality measuring tool for decision making around risk
- Understand the importance of exercising plans as a vital check that these plans are still up to date.
- Consider the different types of exercises that are available to the risk manager and where different styles best meet different requirements
- Consider guides and standards that are available on exercising; and their use as benchmarking tools
- Understand the limitations as well as the values of exercising

q) Maintenance, Benchmarking, Assurance and Audit

- Review the drivers and options for plan review and maintenance
- Consider the role of benchmarking tools
- Discuss quality assurance and compliance in the context of business continuity management
- Explore the validation of business continuity plans through the processes of internal and external audit

r) The Continuity Plan and Its Role

- Examine the purpose of a plan
- Explain the plan components
- Outline the stages of an incident and how plan design can address these
- Consider the differing needs of the small, medium and large organization
- Review specialist plans needs from call centre to board level crisis
- Examine team characteristics at various positions within the an organization's plan framework
- Review support services and suppliers
- Evaluate the role of software

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- Consider where Business Continuity Management heading fits as a discipline both
- independently and as part of Risk Management

Cases

This part of the training shall divulge and highlight to the participants practical and particular cases related to the subject of good asset recovery management.

Informasi & Registrasi

BeProfessionalTheClub®

PT.Proesdeem Indonesia Utama

Wisma 46 Lt.47, Jl. Jenderal Sudirman Kav.1, Jakarta 10220

Tel: 021-5748889 | Fax: 021-5748888 | SMS/WA: 08119591124

Catatan: Special Course ini tidak dijadwalkan secara reguler tapi dapat dilaksanakan kapan saja (atas kesepakatan bersama) bilamana ada permintaan dari min 3(tiga) peserta.

Bila berminat hubungi staf kami melalui Tel: 021-5748889, Fax: 021-5748888, WA/SMS: 08119591124 atau Email: info@beproseminar.com