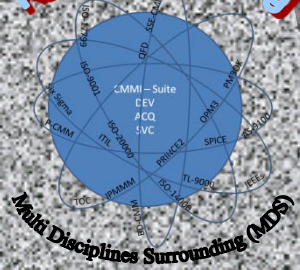


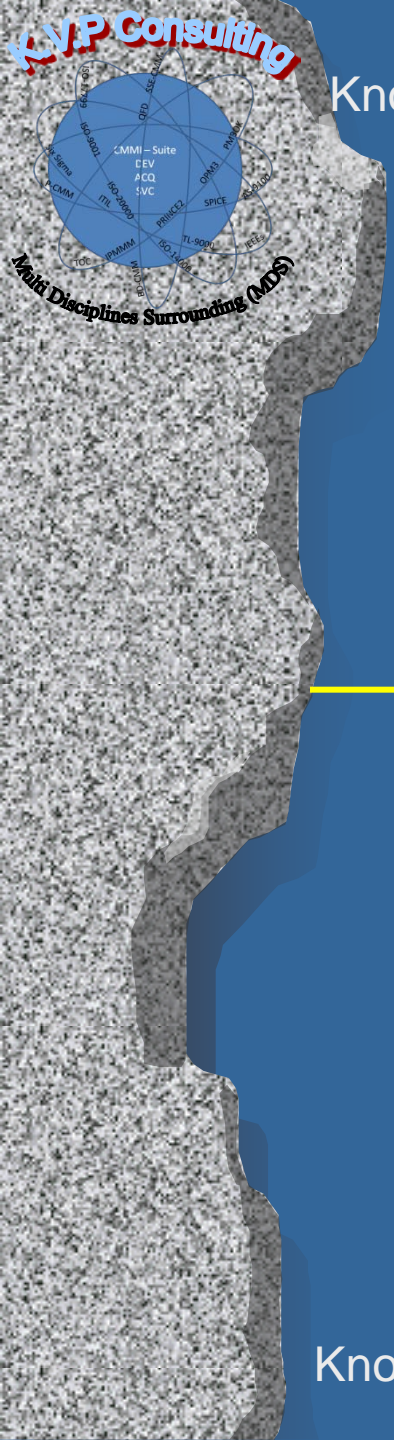
Multi Disciplines Surrounding (MDS)

Agenda



Background to the Need

- Critical facility emergency events and incidents are managerial, not technical
- Mission and objective statement as much as other, must include quantitative objectives that are stated in a clear way
- Basic building block is the capability to accurately evaluate the unit's effectiveness along with the efficiency of its resource usage
- The main challenge is to integrated the overall risks in the 'spider net' and to understand their true impact



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Unknown

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Unknown

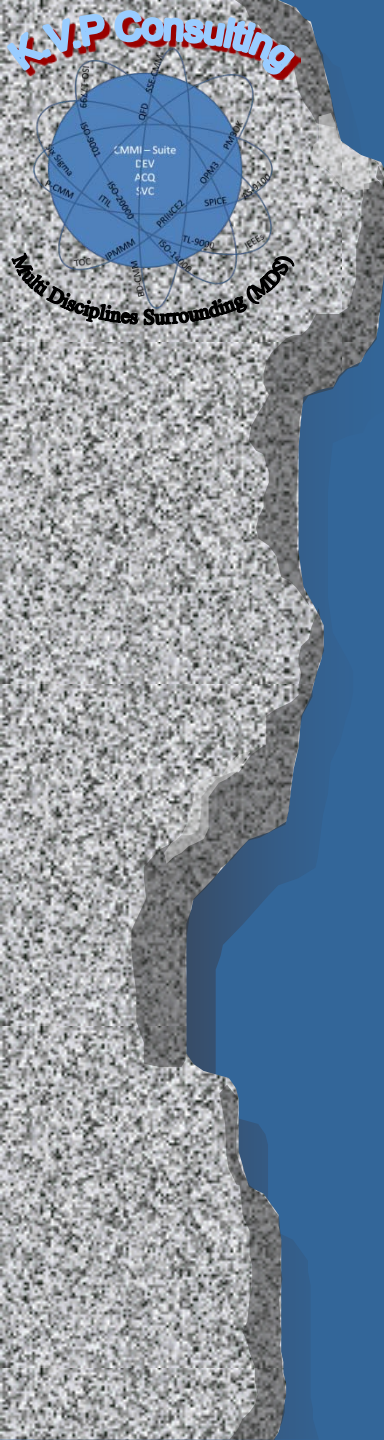
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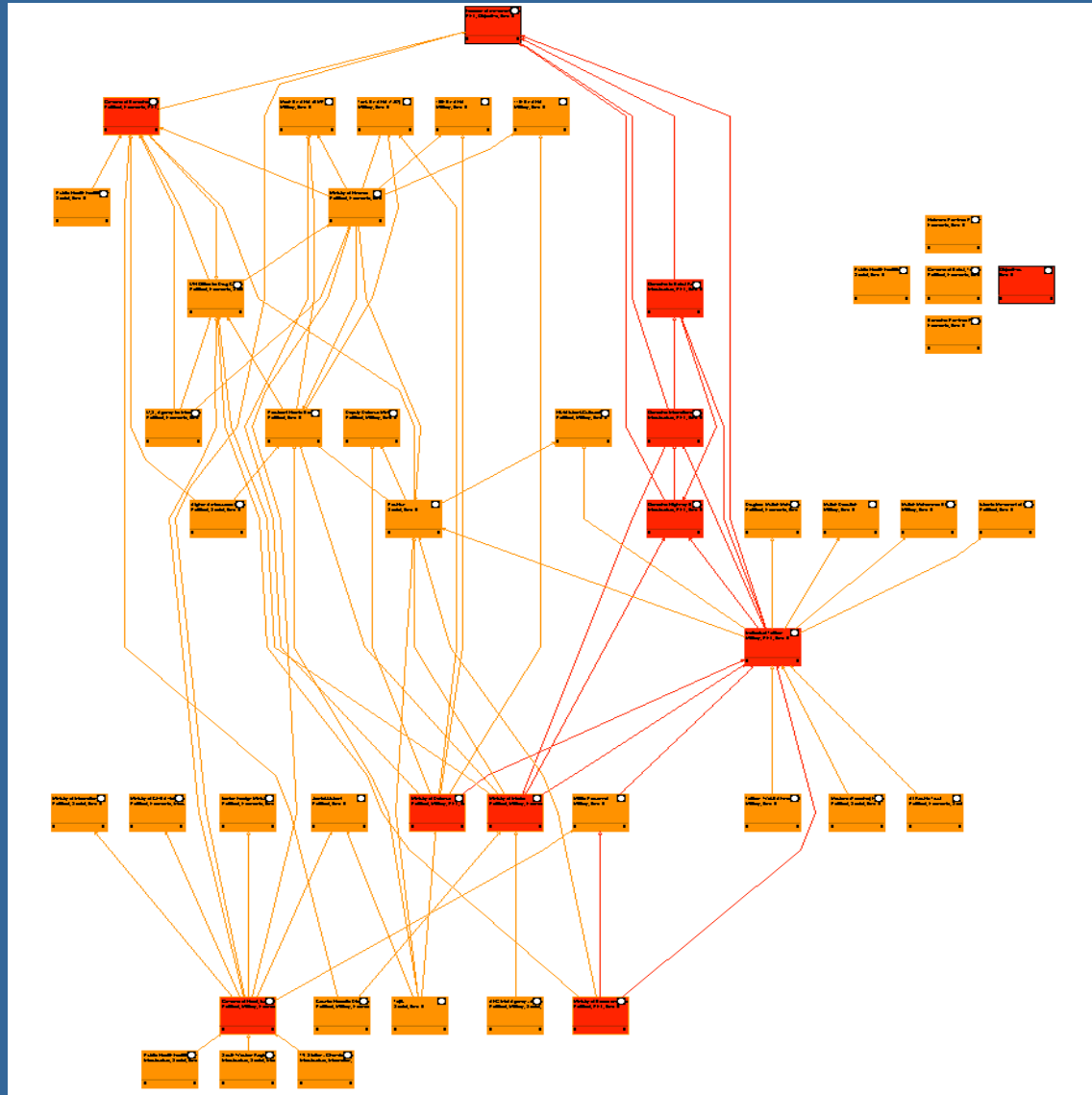
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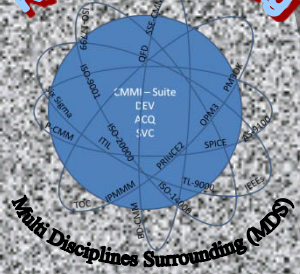
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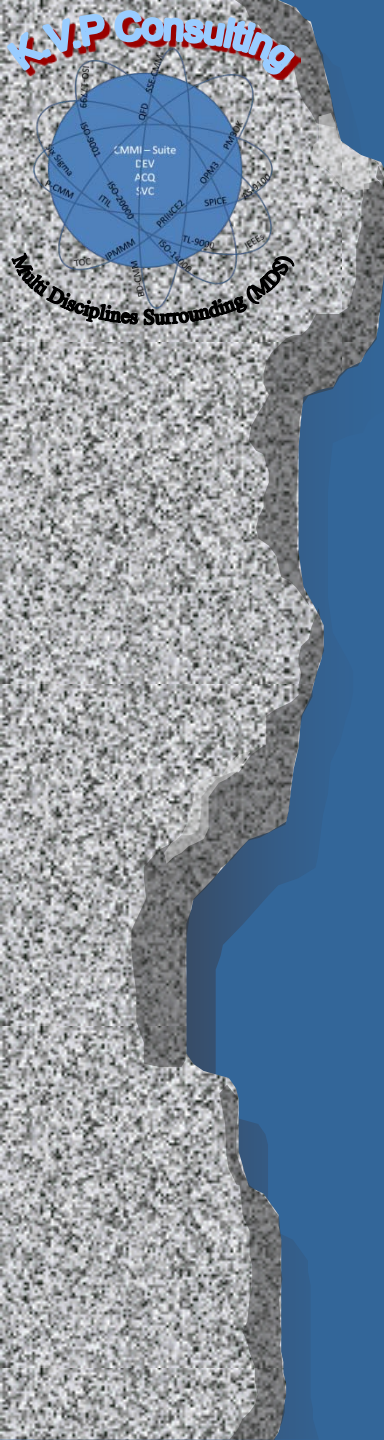
A Complex Effects-based Environment



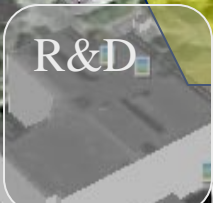
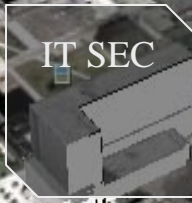


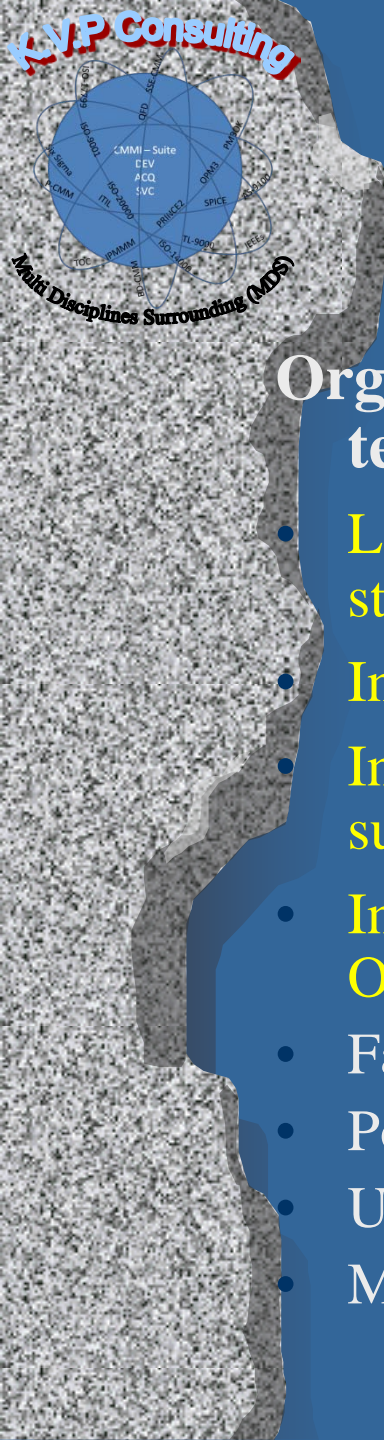
Work Assumptions

- Decisions are managerial, not technical
- Objective statement as much as other, must include quantitative objectives that are stated in a clear way
- Basic building block is the capability to accurately evaluate the unit's effectiveness along with the efficiency of its resource usage



Conceptual Case Study

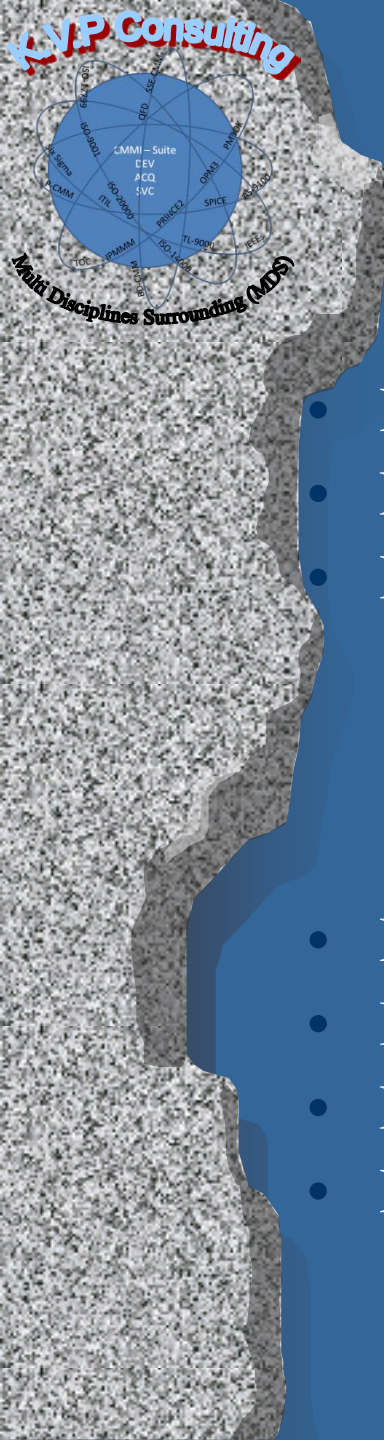




Common Failures - 1

Organizational Crisis are predominantly managerial, not technical.

- Lack of defining business objectives in quantitative terms and structure
- Inadequate definition of 'Good Enough' level
- Inability to differentiate different business objectives and success factors for the different domains and lifecycle phases
- Inadequate resource usage and adjustment to Plan and Objectives
- Failure to identify and manage risks
- Poor or mismanaged service / operational requirements
- Uncontrolled baselines, no configuration management
- Misunderstood business / operational needs and objectives



Common Failures - 2

- Poor contractor acquisition or management
- Lack of skills, capability and training
- Poor planning and tracking
 - Value Stream
 - Equipment
 - Resources
 - Finance
- Poor / misuse of data and measurements
- Inability to estimate accurately
- No quality assurance / control
- Poor communications

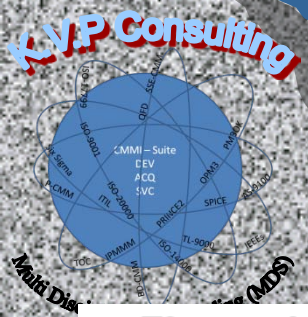
Cost Demonstration

Power

OPP

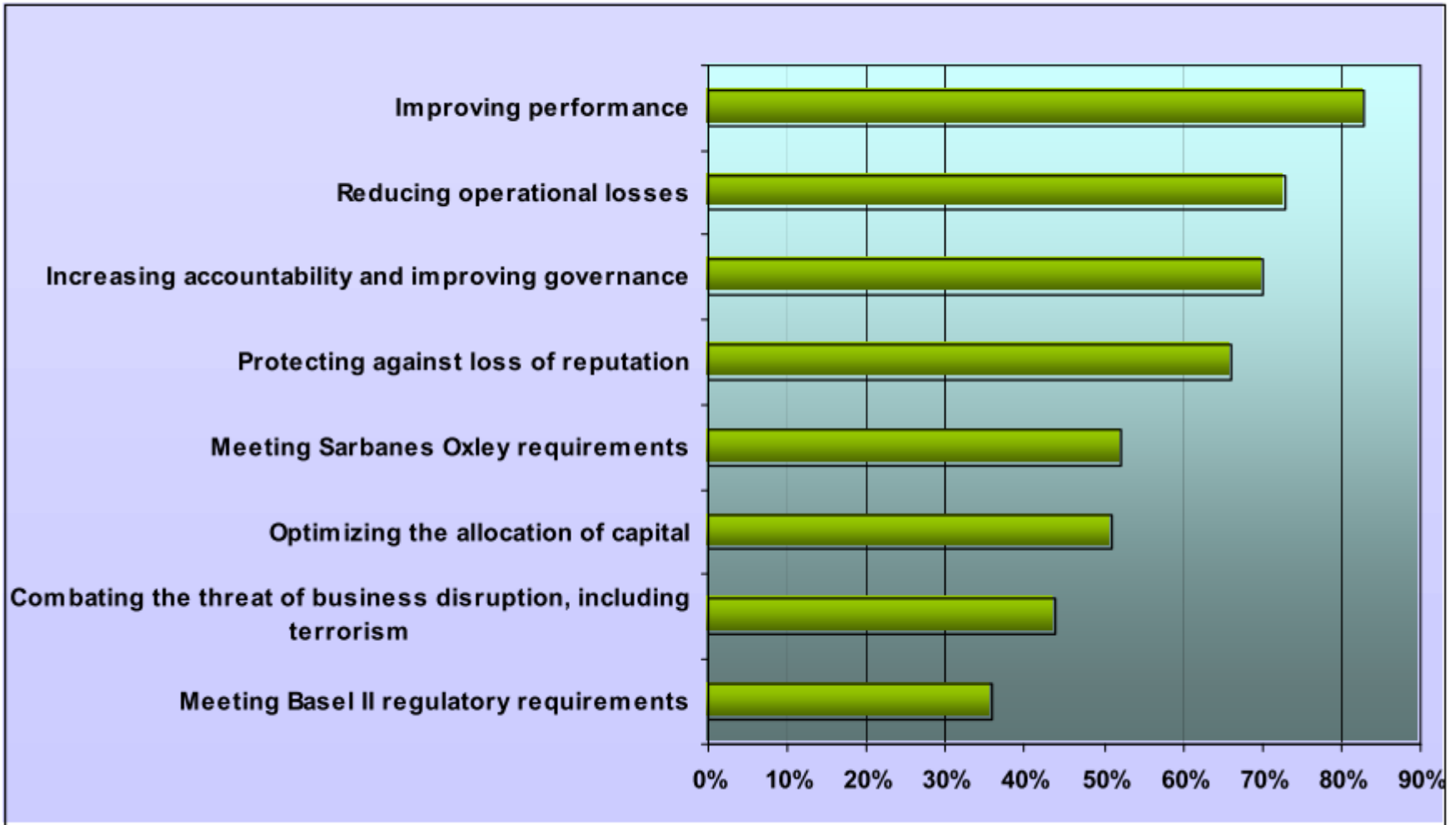
FIN

OPP & Mang Expose

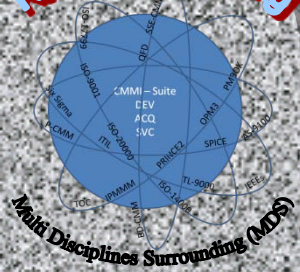


Main Areas and Response for Risk Management Improvements

Figure 1. Main Reasons to Invest in Operational Risk Measurement and Management

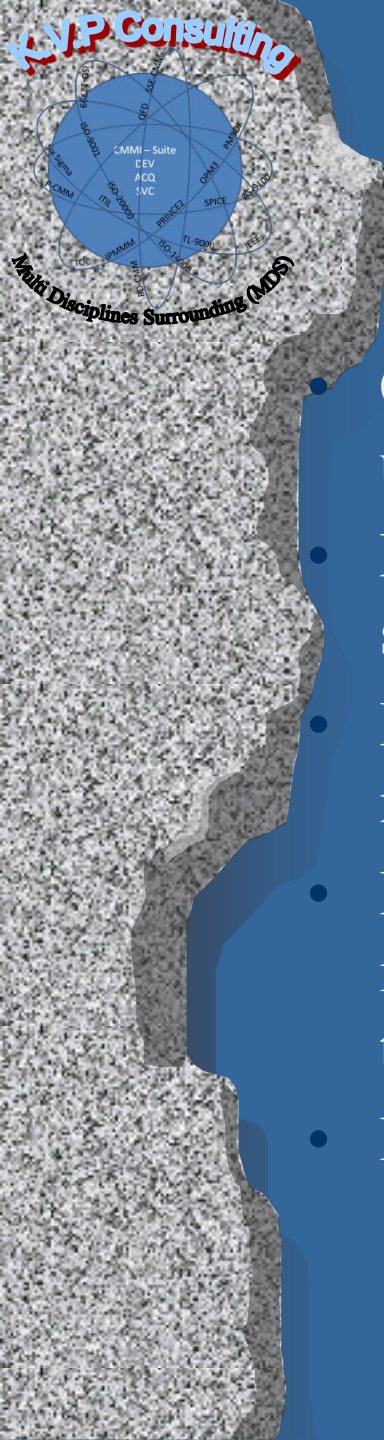


Source: Risk Management Association (RMA). 2003.



The Operational Need

- Management capability level from both professional and knowledge level
- Performance and reporting norms
- Self management and self discipline maintaining personal professional and knowledge capabilities
- Individual and team discipline
- Cooperation and knowledge and resource sharing
- Appropriate visibility of information, data and capabilities
- Quality of readiness and preparedness for performing mission



The Operational Need

- Centralized resource management and appropriate utilization and usage of it
- Multidimensional management (future planning, unit strategy, short term objectives, the immediate objectives)
- Initiating, developing and implementation management of new tactics and technologies
- Balanced planning and deploying new tactics improvements and new technologies in a measured way that will quantify the improvement vs. expectations
- Information, data and communication security



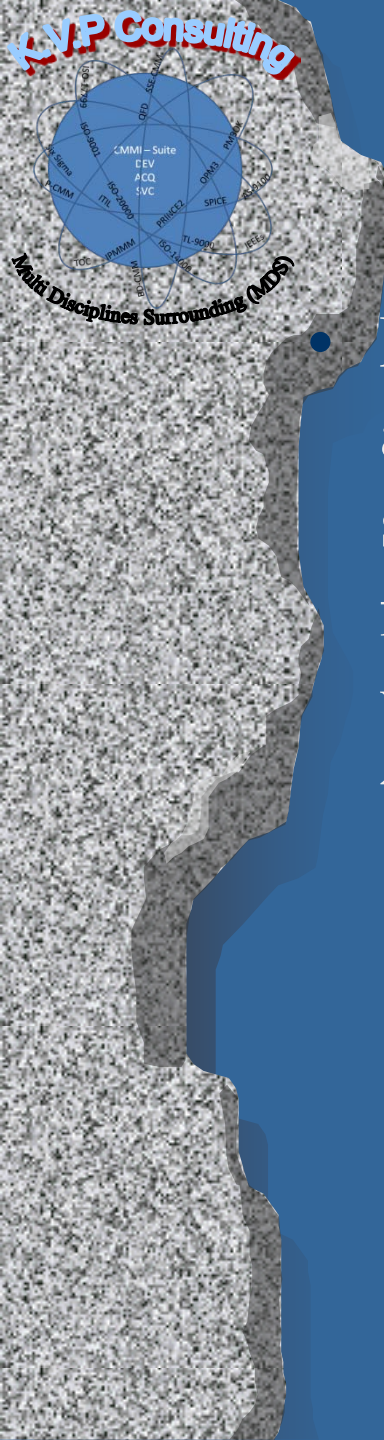
The Operational Need

Each person working in the implementation organization will need to do the following:

- Access the response doctrine descriptions
- Understand all the response doctrines at a top level
- Understand in detail the response doctrines that he or she performs

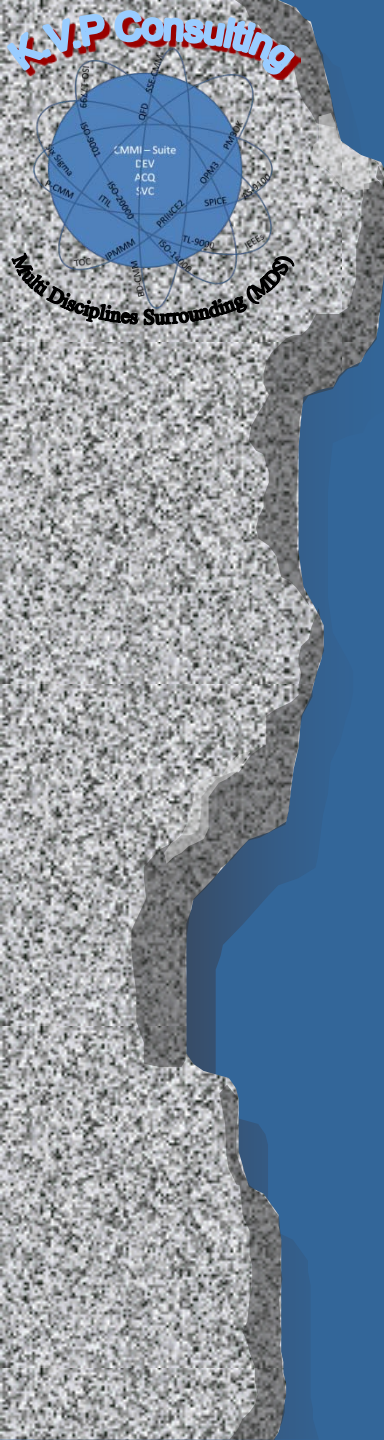
In addition, managers must do the following:

- Understand all the response doctrines at a top level
- Understand the leadership response doctrines change management in detail
- Understand how to lead the unit using the new response doctrines
- Access historical measurement data for all response doctrines versions performance
- Support implementation of new response doctrines in their own surroundings
- Remove roadblocks to implementation

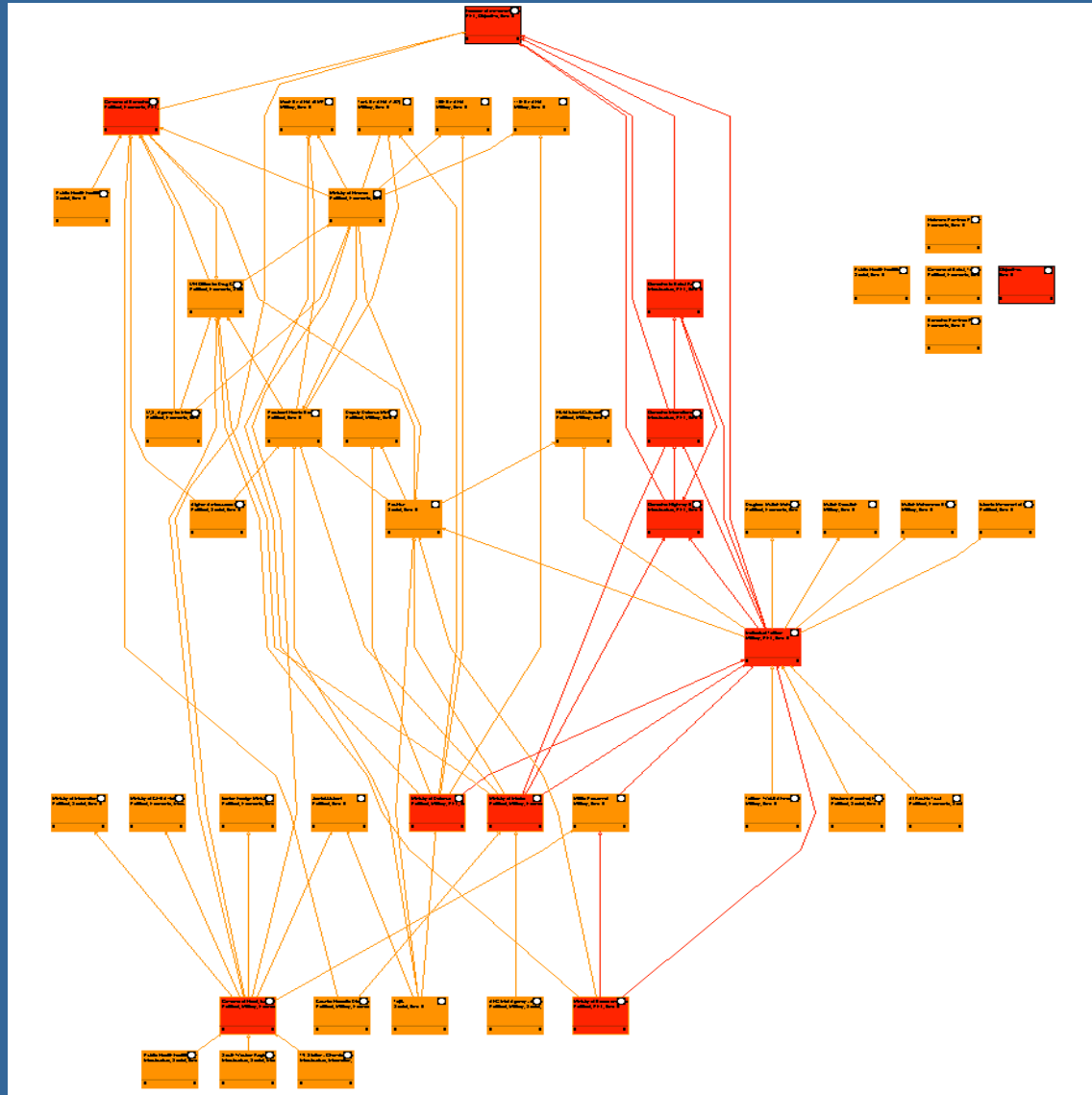


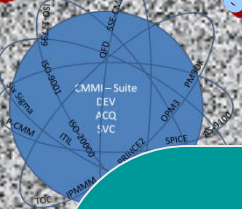
The Operational Need

- Many of these challenges were an is addressed on and **ad-hoc basis**, usually with specialized solutions or technologies that were limited to functional areas of the operational scenario or a unit that is currently in the frontline at a given time



A Complex Effects-based Environment





Common

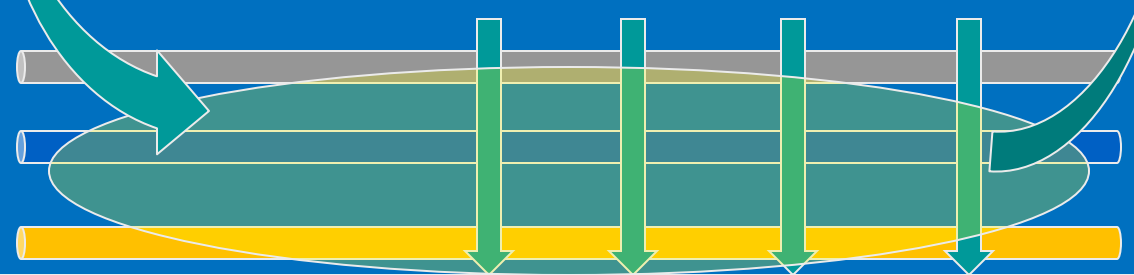
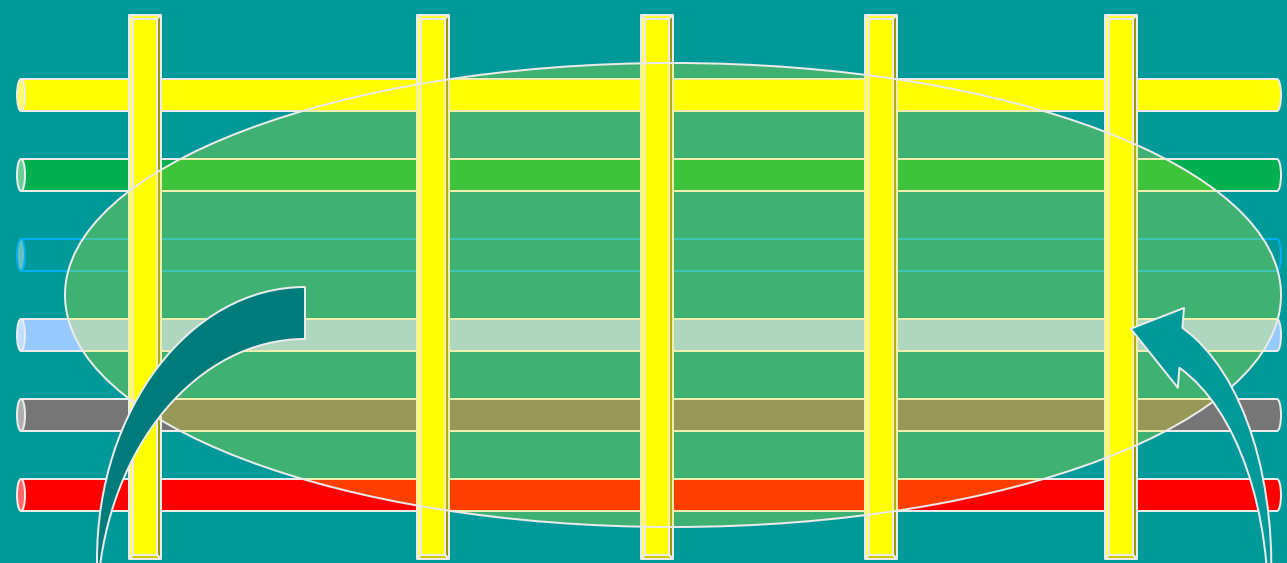
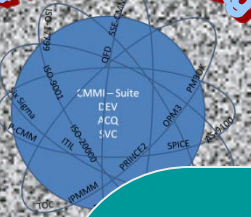
The Entity

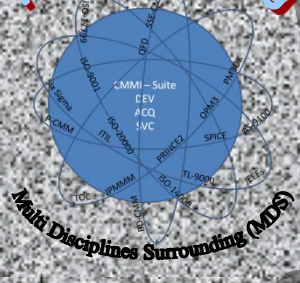
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- Grey bar
- Red bar

The Unit

- Grey bar
- Light blue bar
- Yellow bar





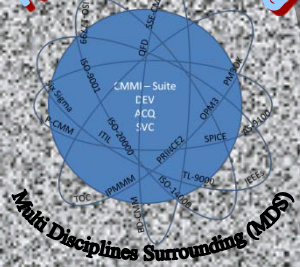


Main Failures and its Related Cost

Date	Type of Firm	Loss (in USD)	Brief Description of Allegation
Nov -85	Bank	4 million	Computer problems with Fed payment connection
Feb-93	Corporate	1.04 billion	Unauthorized futures trading
Apr-94	Brokerage Firm	350 million	False profits reported for two years
Sept-95	Bank	1.1 billion	30,000 unauthorized trades over 11 years
Feb-96	Bank	1.3 billion	Losses from NIKKEI futures hidden in 88888 account
Jun-96	Bank	1.8 billion	Unauthorized copper trading – futures, etc.
Aug-96	Fund	19.3 million	Deal allocations delayed for personal profit
Sep96	Bank	750 million	Dummy companies used to avoid compliance
Mar-97a	Bank	130 million	Option volatilities used to inflate prices
Mar-97b	Bank	100 million	Funds transfer to personal account

Table 1: Example financial losses attributed to operational risk



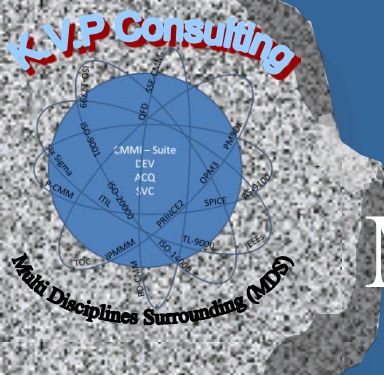


Main Failures and its Related Cost

Example of Multiple Linear Regression

Month	Number of Operational Losses	Amount of Losses	Overtime in Hours	Number of Transactions	Number of System Failures
January	84	1,600,000	80	1230	41
February	93	1,893,452	110	1280	43
March	68	1,356,318	50	812	35
April	110	2,321,725	160	1523	62
May	49	1,000,987	14	710	18
June	151	2,300,012	218	1510	83



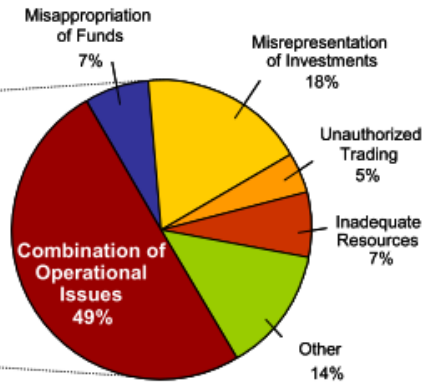


Main Failures and its Related Cost

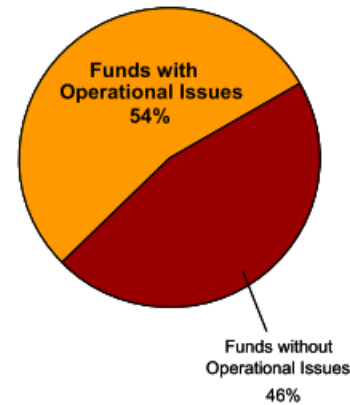
Distribution of Fund Failures



Breakdown of Fund Failures by Operational Issue

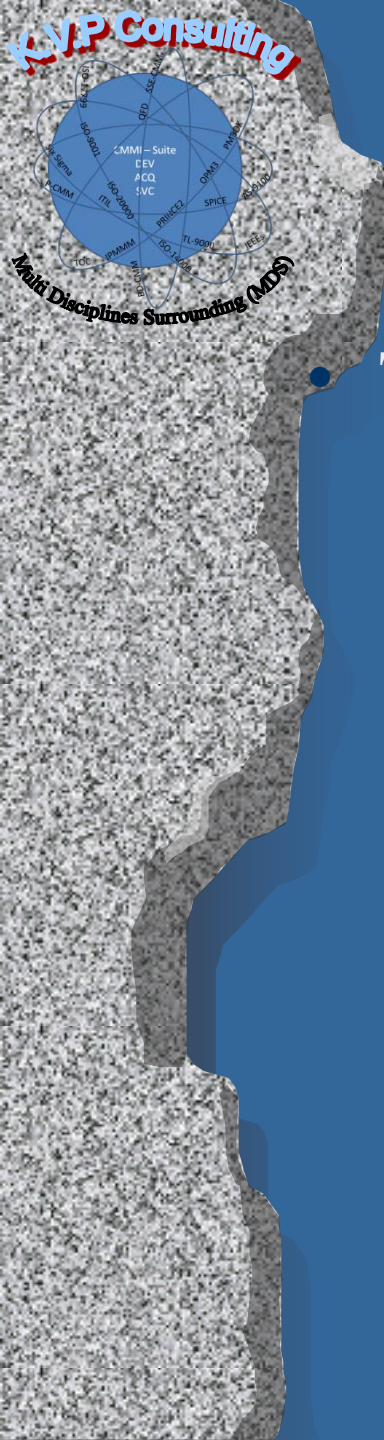


Distribution of Failed Funds with Operational Issues



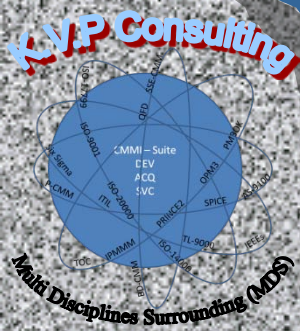
Distribution of Fund Failures





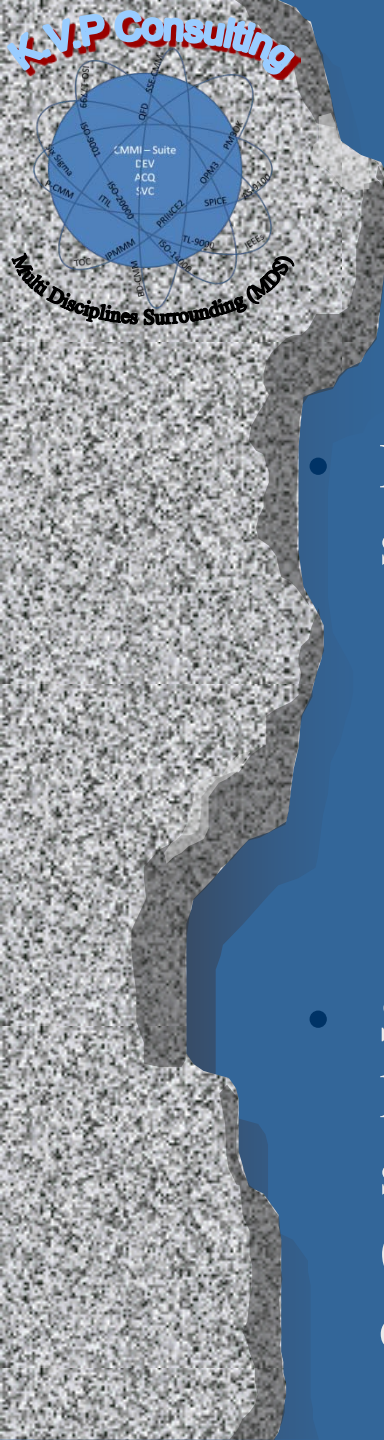
The Challenge

- This situation where the organization is running
 - separate process improvements on different parts of the system / product lifecycle
 - With partial overall view in interactions and handshakes between these groups is introducing inefficient usage of
 - resources,
 - expensive maintenance of duplicate infrastructures
 - and Organizational Sets of Standards Processes as well as assets,
 - May result in less quality and impacting the competitive edge with their global counterparts.



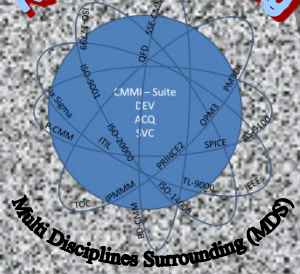
The Approach to the Solution Concept

- Best practices in the model focus on activities for providing quality services to the customer and end users
- To identify improvement targets in main lifecycle areas such as operations, information, governance, people and organizational structure, portfolios, project execution, and finance
- Select processes that are critical to the system success such as stakeholder management, technical interfaces and integration



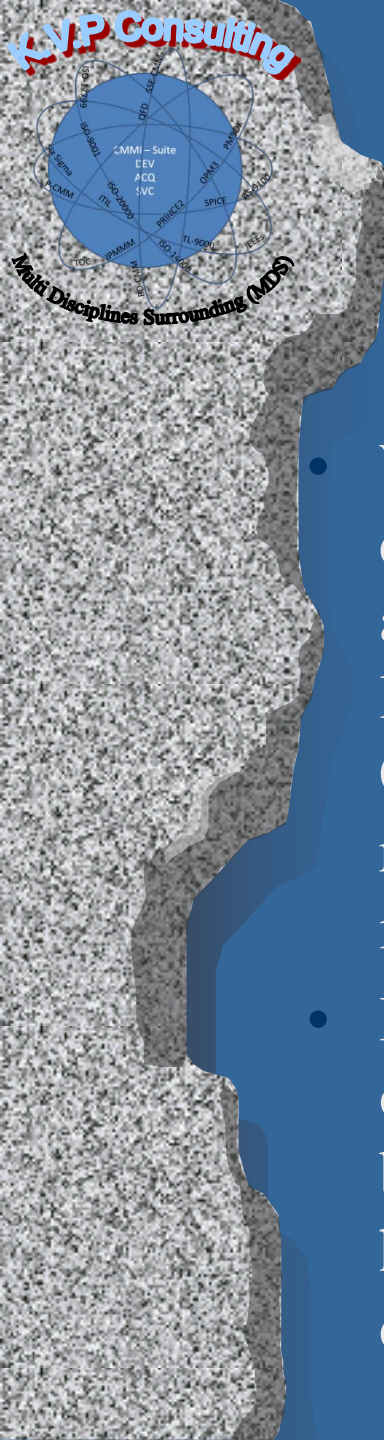
The Approach to the Solution Concept

- Build an action plan composed from the following main steps
 - Organizational map
 - Functional team and groups size and role in the lifecycle
 - Full lifecycle map
 - Setting improvement targets
 - Gap analysis
- Suggesting to the senior management to address the lifecycle and process (as a whole) as a complex of crossing services and to add additional content to the lifecycle map (as a layer) and content in the guideline that will define the different interactions as services



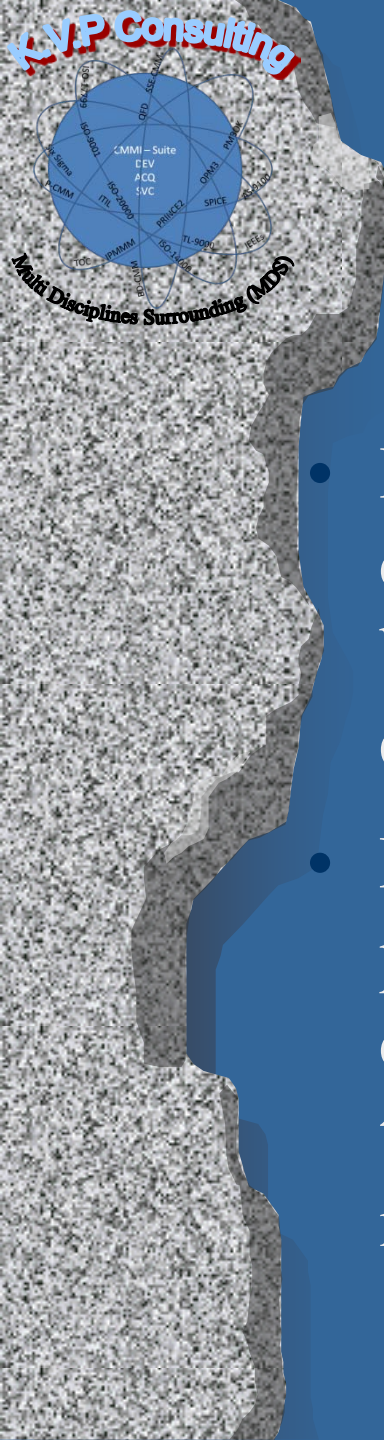
The Conceptual Solution

- Building on contingency theory, it outlines a comprehensive framework suggesting a fit between the level of Mission interoperability and environmental as well as internal contingencies.
- Moving from the current environment of basic process and way of thinking toward a more controlled and measured process to reduce the overwhelming amount of information that build decisions



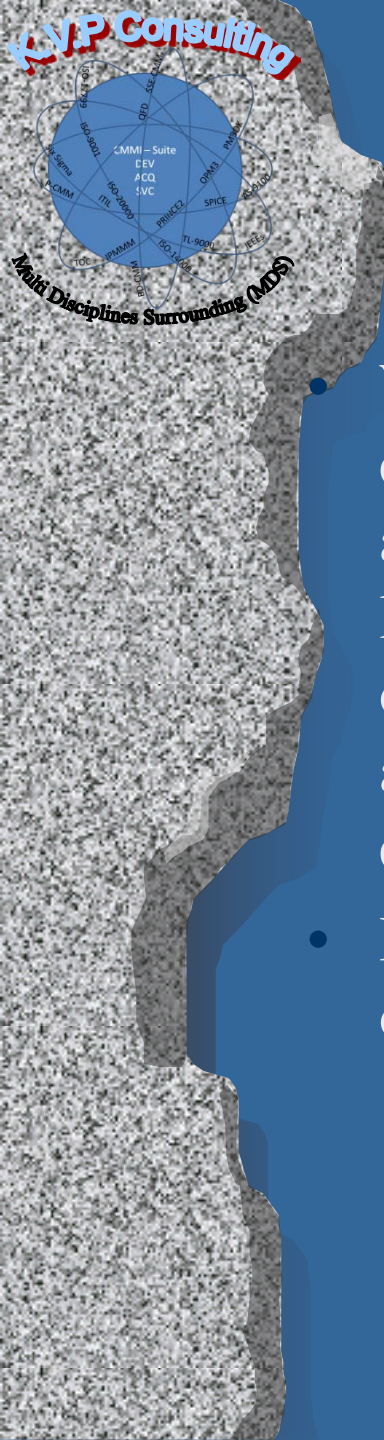
The Conceptual Solution

- We have found that Maturity Models and practices combined with some other industry standards and methods as a new integrated approach can be used as tools to leverage procedures to support the Critical Facility and the Critical Facility al Mission objectives and capability, readiness and preparedness to achieve Mission improvement and excellence.
- It is the premise of this presentation to give you brief idea on the model concept and context. It will provide you the basic information regarding the value added by using it and how to appropriate to do it while implementing and defining it to your own Mission context



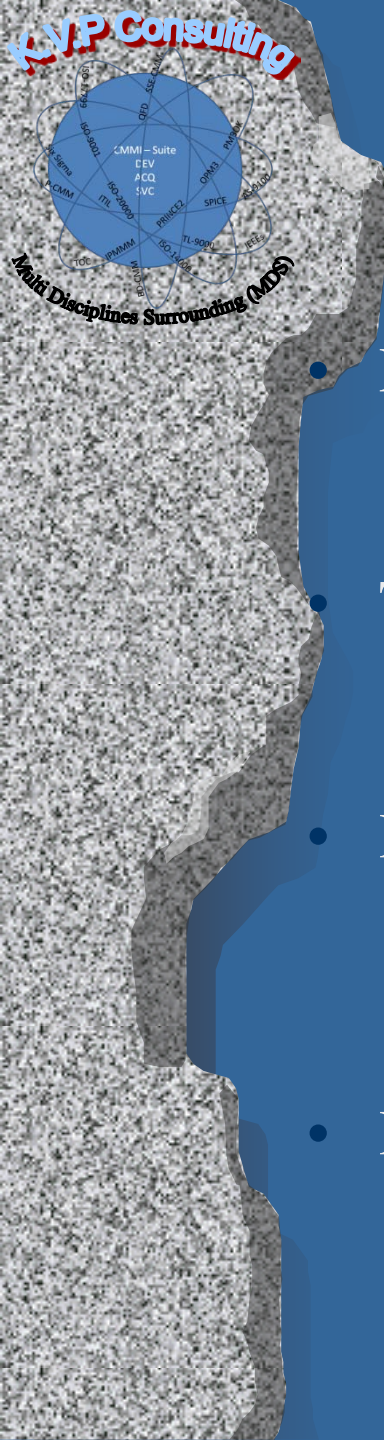
The Conceptual Solution - 1

- Building on contingency theory, it outlines a comprehensive framework suggesting a fit between the level of business interoperability and environmental as well as internal contingencies.
- Moving from the current environment of basic processes and way of thinking toward a more controlled and measured set of processes to reduce the overwhelming amount of information that is now required to build decisions



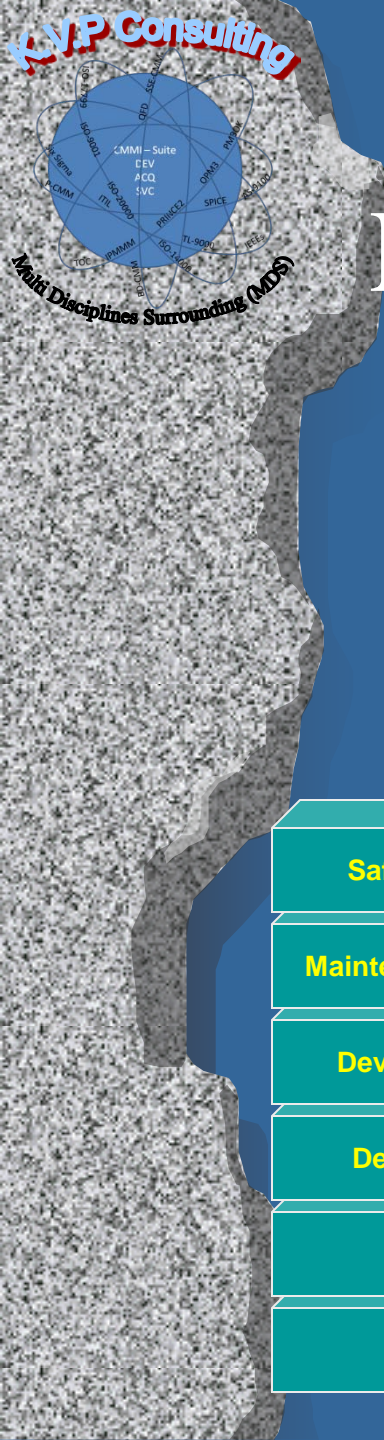
The Conceptual Solution - 2

- We have found that Maturity Models and practices combined with some other industry standards and methods as a new integrated approach can be used as tools to leverage procedures to support the organization and the organizational business objectives and capability, readiness and preparedness to achieve business improvement and excellence.
- It is the premise of this presentation to **provide a brief** idea on the model concept and context.
 - **This presentation** will provide you the basic information regarding the value added by using the model and how to appropriately interpret the model while implementing and defining it to your own business context



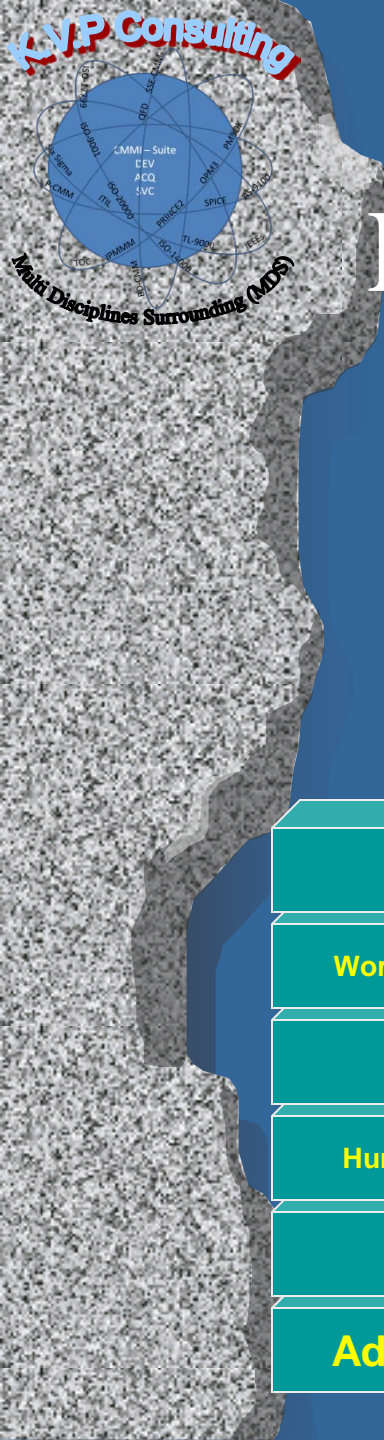
The Four Main Entities and Their Role

- **Facility**
 - Provide the ‘hard and physical’ working environments and infrastructure
- **Technology**
 - Provide the ‘soft and intangible’ working environments and infrastructure and tools
- **Process**
 - Provide the working procedures and instructions, which assume to guide in the most effective way how to use the facilities and technology to achieve the business objectives by the people
- **People**
 - Provide the individuals that build the teams within the organizational units and groups, that perform the tasks and activities described in the process



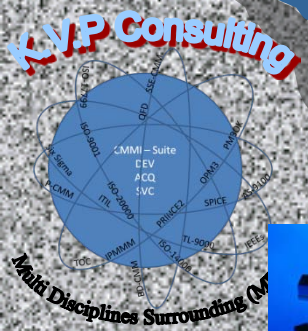
The Organization Managed Layers – Technology **(as illustration only)**

Safety Equipment	Security Equipment	Dashboards	Support Application
Maintenance Equipment	Manufacturing Equipment	Maintenance Environments	Manufacturing Environments
Development Tools	Administrative Equipment	Administrative Applications	Development Environments
Desktop / Laptop	Access System	Knowledge	Information
Servers	Phones	Intellectual Property	Patents
'Physical' Technology		'Soft' Technology	



The Organization Managed Layers – Processes (as illustration only)

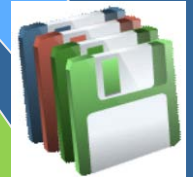
XX	XX	Acquisition / Procurement	Support
Work Environments	Safety	Maintenance	Manufacturing
Ethics	Environmental	Development	Managerial (Portfolio)
Human Resources	Security	Knowledge	Managerial (Program)
Legal	Finances	Intellectual Property	Managerial (Project)
Administrative (Corporate 'wise')		Business / Delivery (Product 'wise')	



Model Conceptual Structure and Elements



Dashboards and Infrastructure



Measurements Collection
And Supporting Technologies



Standards Compliance Map



STORM - BOK

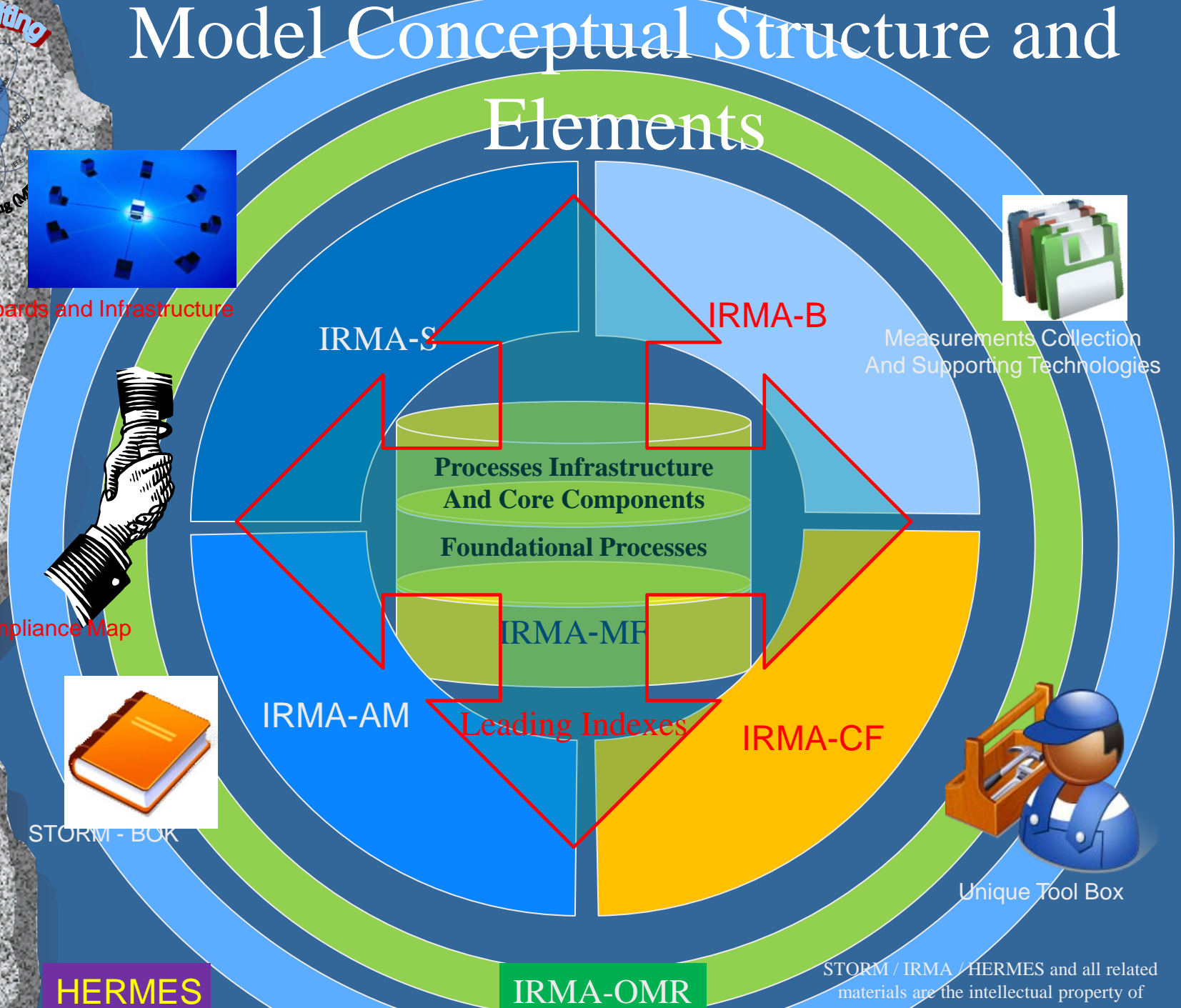


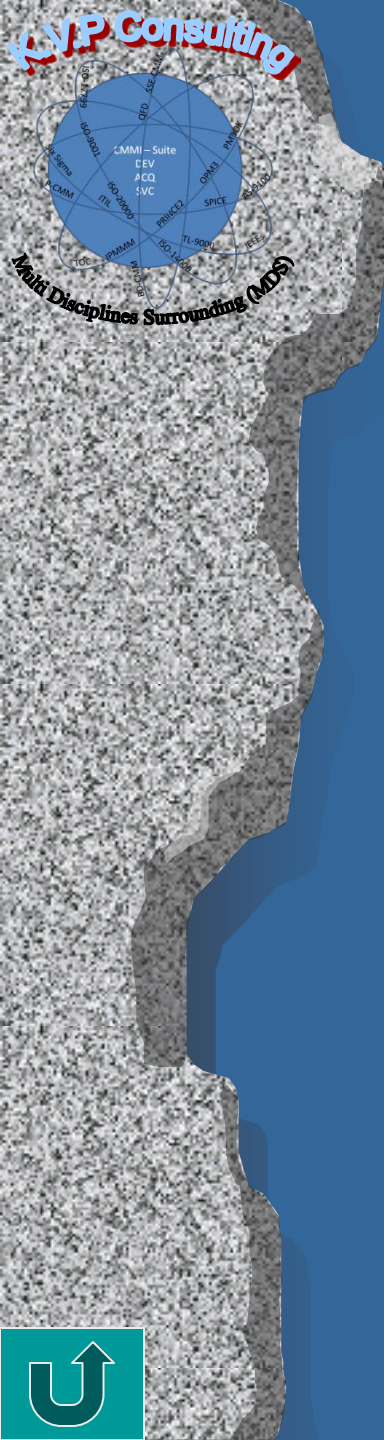
Unique Tool Box

HERMES

IRMA-OMR

STORM / IRMA / HERMES and all related materials are the intellectual property of

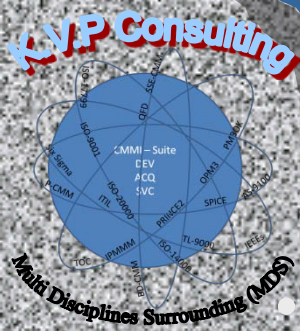




Method Content (Model Wise)

- IRMA-CF - Integrated Risk Management Approach Core Foundation, is the basic model that is the mandatory Body Of Knowledge (BOK) to all other models
- IRMA-B - Integrated Risk Management Approach for Business, this is a preset and preconfigured model that address the needs the common industry companies
- IRMA-S - Integrated Risk Management Approach Security, this is a preset and preconfigured model that address the needs the security industry and agencies (e.g. secured facilities, police, fire fighters)

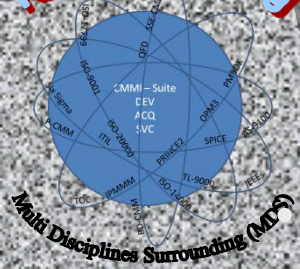




Method Content (Model Wise)

- IRMA-CF - Integrated Risk Management Approach Critical Facility, this is a preset and preconfigured model that address the needs the critical facilities (e.g. power plants, ports, air ports)
- IRMA-AM - Integrated Risk Management Approach Area Management, this is a preset and preconfigured model that address the needs for managing an area (geographic or defined as critical area (e.g. disaster zoon, government offices)
- IRMA-OMR - Integrated Risk Management Approach Operational Mission Readiness, this is a preset and preconfigured model that address the needs for a mission performance readiness and capability alignment





Method Content (Model Wise)

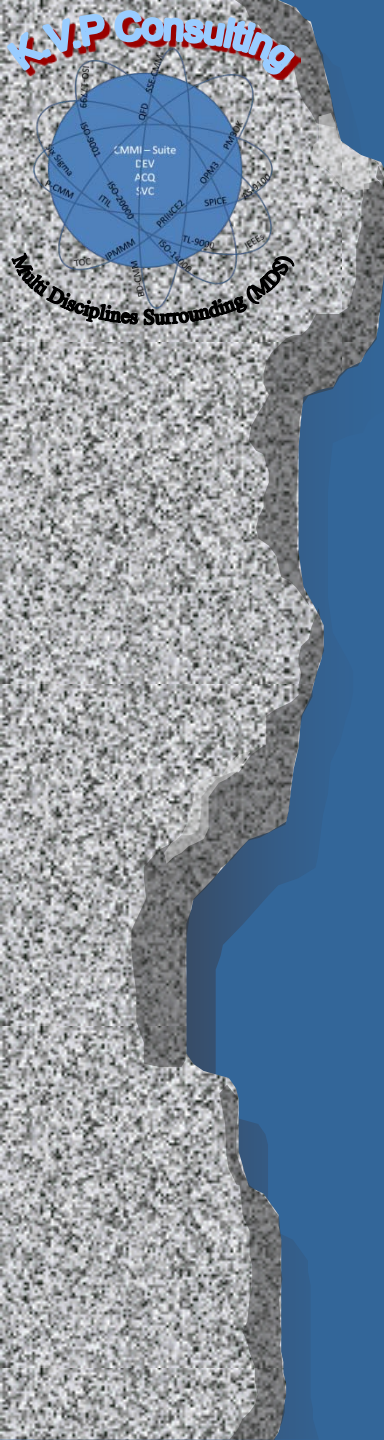
HERMES (Harmonized Enterprise Risk Management Evaluation Standard)

– this standard is built from:

- Standard Description Document (SDD)
- Mandatory Evaluation Plan (MEP) with tailoring guidelines and preconfigured sets to address the five models
- Interpretation Guidelines Sets (IGS) addressing the five models
- Detailed scoping and rating scheme

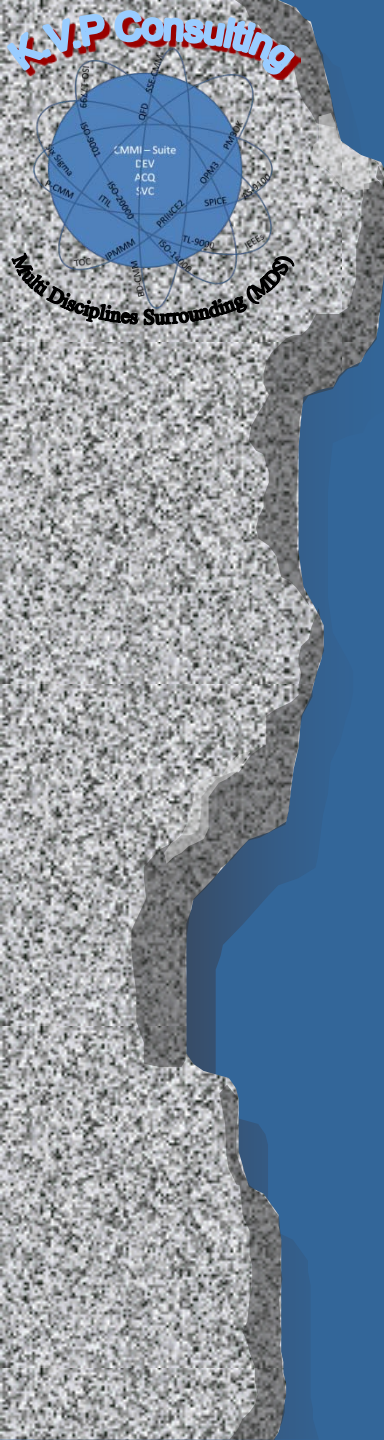
- ERPI – Environmental Risk Performance Index - this approach is a light version of the full model that allow a unit / organization to evaluate its Environmental Risk analysis and management life cycle procedures against known and unknown threats by using a numerical scale to compare variables (the unit performed practices) with reference constants (the ERPI Index items), the objectives of ERPI is to give the unit general idea on gap in its USP (Unit Standard Procedures)
- HERMLC – Harmonized Environmental Risk Life Cycle - the model objectives is to address the system / product lifecycle and process as a whole with complexity of crossing services. And to enable effective and efficient analysis from the first phases the level of Environmental Risk.





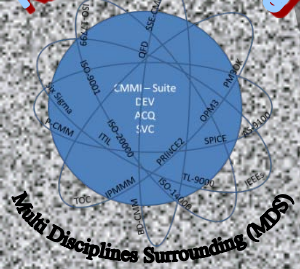
Solution Structure

- Model Architecture
- Model **Publication** Volumes
- Model Processes



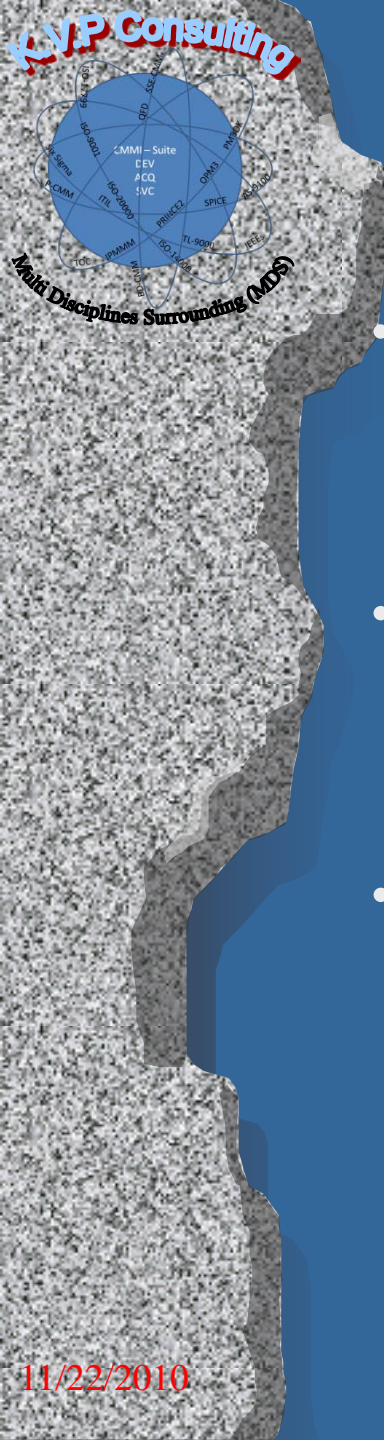
Model Volumes

- Volume 1 – Process Foundations
- Volume 2 – Foundation Processes
- Volume #3 – Delivery Processes
- Volume #4 – Support Processes
- Volume #5 – Skills Building Processes
- Volume #6 – Process Improvement and Optimization Capabilities



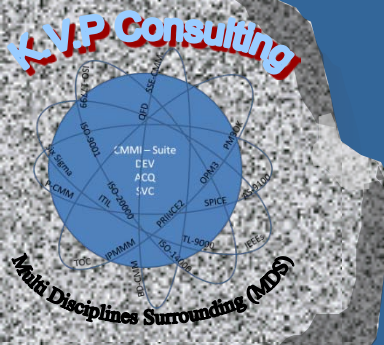
Model Architecture - 3

- The OBO-PI addresses the organization as a separated whole. For this reason we have divided it into different volumes:
 - Volume 1 – Process Foundations - **this collection of practices identify the quality ingredients and requirements that are needed to establish and maintain strong and solid process**
 - Volume 2 – Foundation Processes - this collection of process and practices address the requirements to develop and maintain (cradle to grave) work planning and control skills and capabilities
 - Volume #3 – Delivery Processes - this collection of processes and practices address the requirements to develop and maintain (cradle to grave) appropriate working and development skills and capabilities **including work environment (tools)**

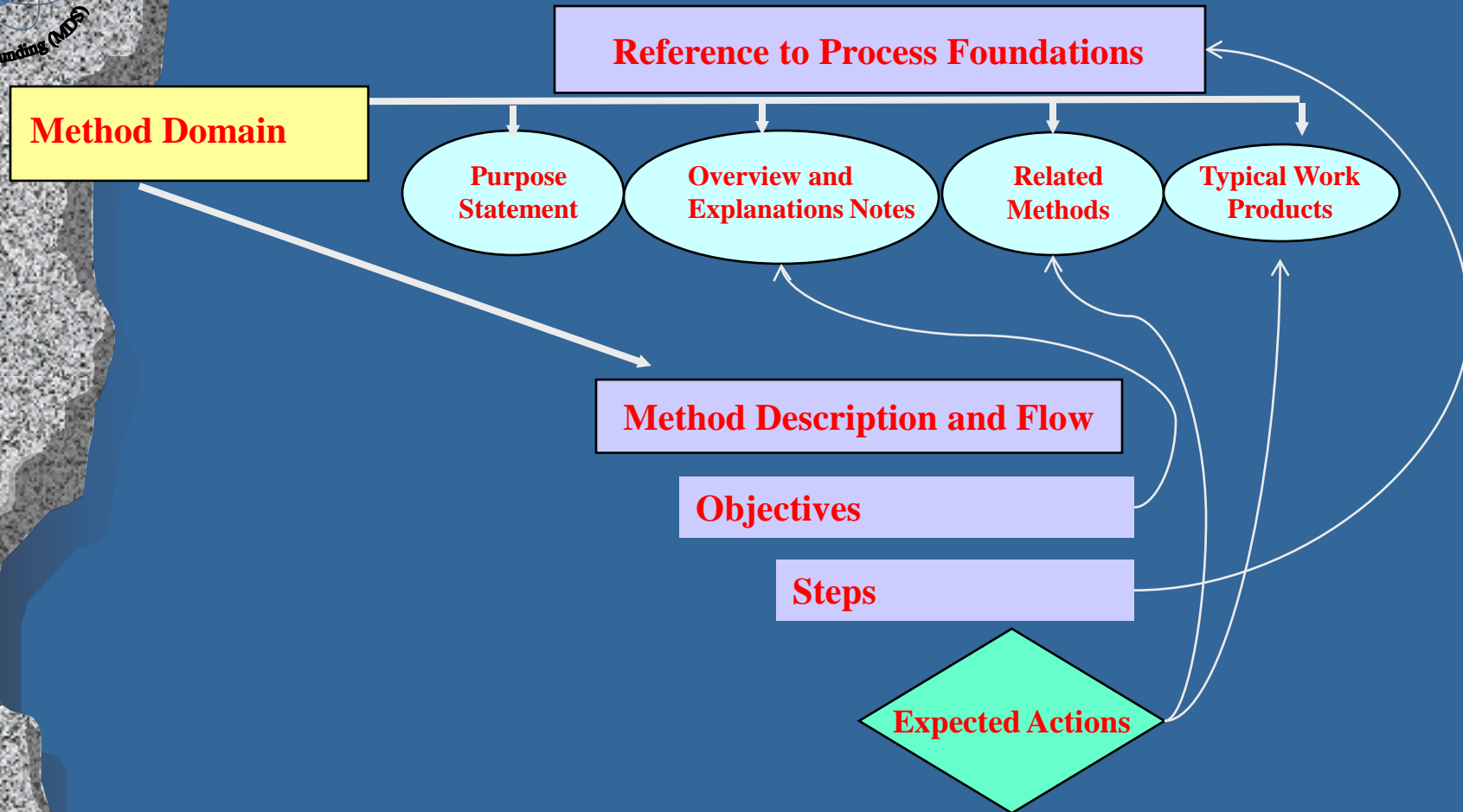


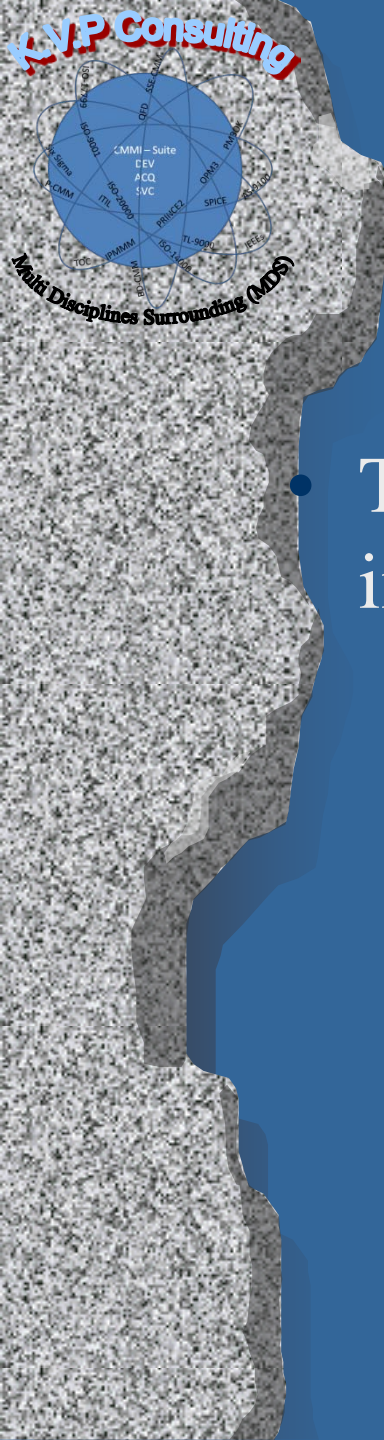
Model Architecture - 4

- Volume #4 – Support Processes - this collection of processes addresses the requirements to develop and maintain appropriate support capabilities (cradle to grave) with full alignment with the organizational objectives and goals
- Volume #5 – Skills Building Processes - this collection of processes addresses the requirements to develop and maintain appropriate and efficient procedures to enable effective skills building that will answer the organizational need
- Volume #6– Process Improvement and Optimization Capabilities - this collection of processes and practices addresses the requirements to develop and maintain appropriate process understanding to enable focused optimization capabilities with full alignment to the mission objectives and goals



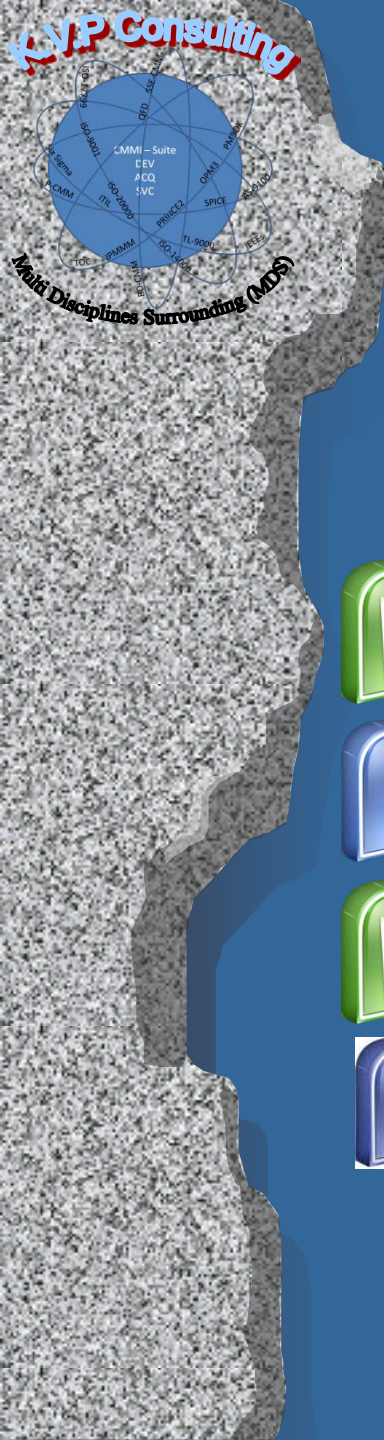
Volume Chapter Structure





Additional Supporting Informative Components

- There is further information that is provided in the form of the following components:
 - Examples
 - Amplifications
 - References
 - Notes



Detailed Examples and Elaborations



[Link to Model Map \(Excel\)](#)



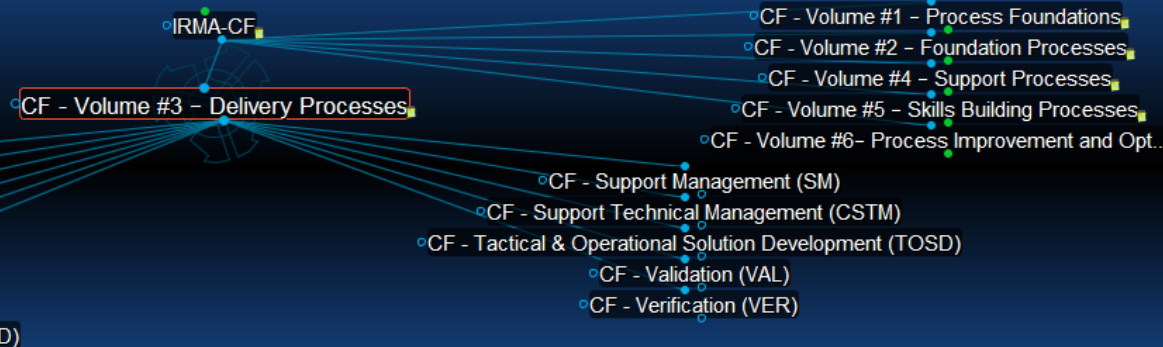
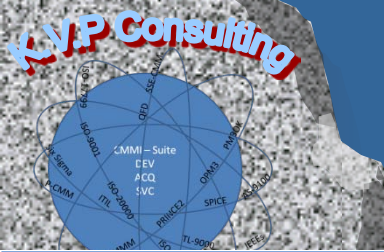
[Link to Model BOK \(Word\)](#)



[Link to Model Scoping \(Excel\)](#)



[Link to Model Checklist Chart \(Visio\)](#)



Search [CF - Volume #2 - ...] [CF - Volume #6- Process Improvement and Opt...] [IRMA-CF] [CF - Volume #1 - Process Foundations] [CF - Volume #3 - Delivery Processes]

Notes

File Edit View Insert Format Tools Table

David 14pt B I U [List icons]

Volume #3 – Delivery Processes - this collection of processes and practices address the requirements to develop and maintain (cradle to grave) appropriate working and development skills and capabilities including work environment (tools)

Thought Tags Details Search Reports Calendar

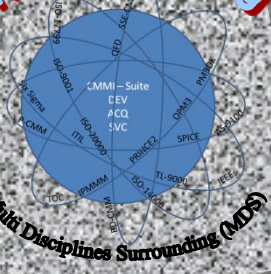
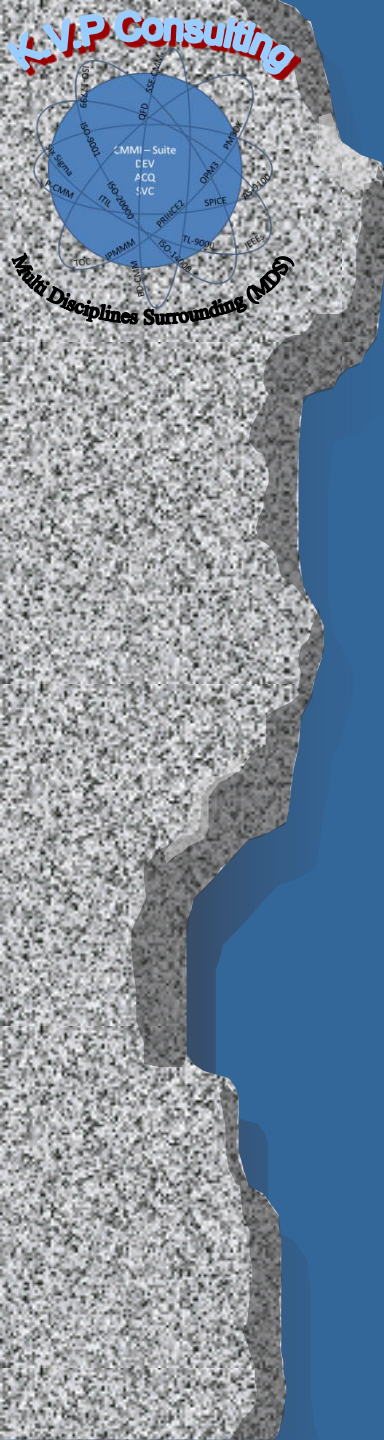
CF - Volume #3 - Delivery Processes Private

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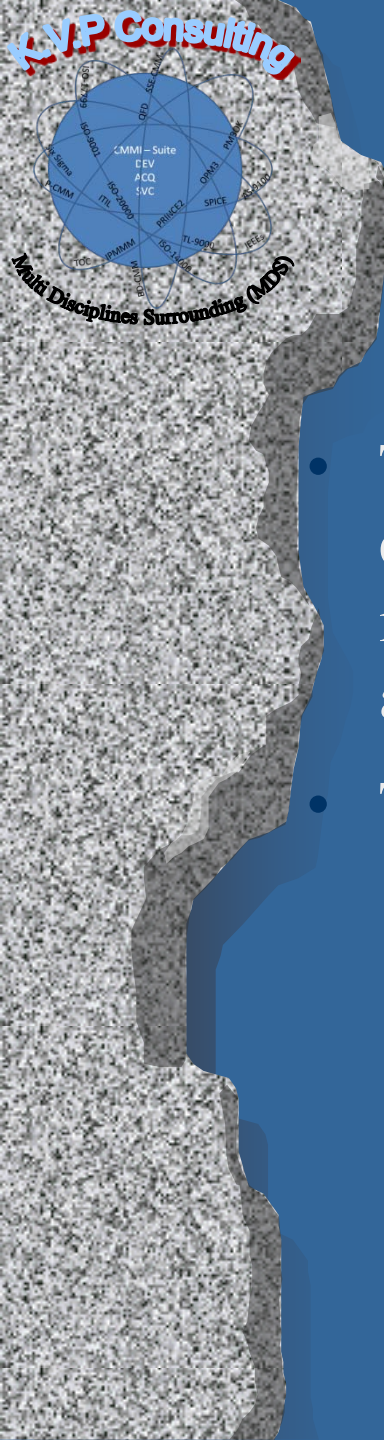
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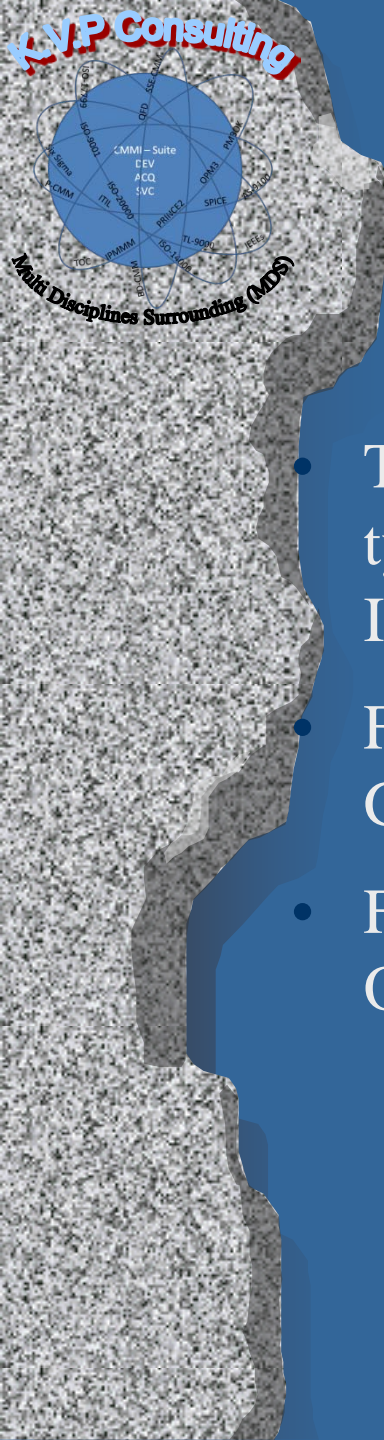


The Model Sturdiness Capabilities Echelon



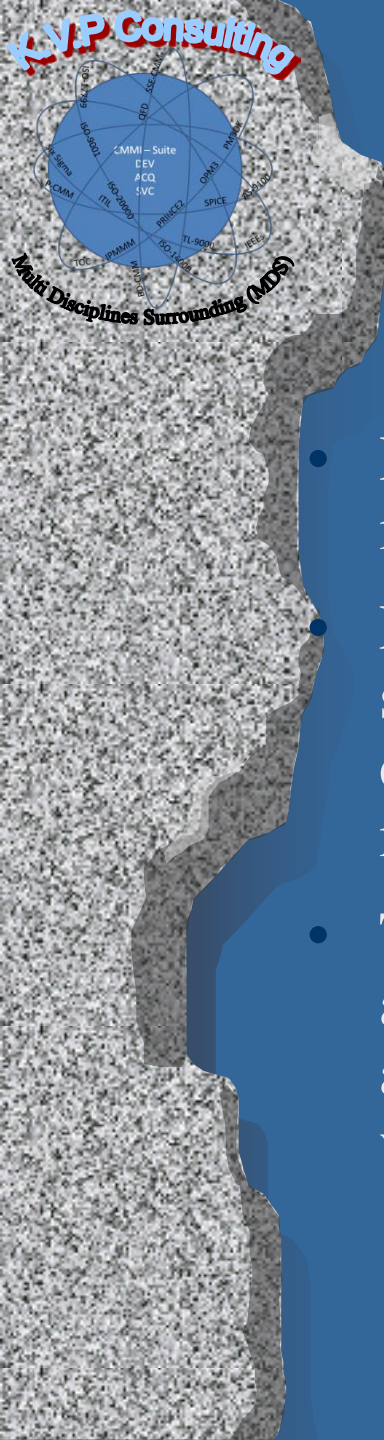
The Model Sturdiness Capabilities Echelon-1

- The Sturdiness Capabilities Echelon is used to describe an evolutionary progress for an organization that wants to improve its processes across the organization to develop and maintain its products and services.
- The model supports two progress **or improvement paths**:
 - Incessant - enabling an organization to incrementally improve processes corresponding to an individual functional group / specific domain area (or set of processes) selected by the organization / functional group
 - **Predefined – the organization implements related predefined sets of processes**



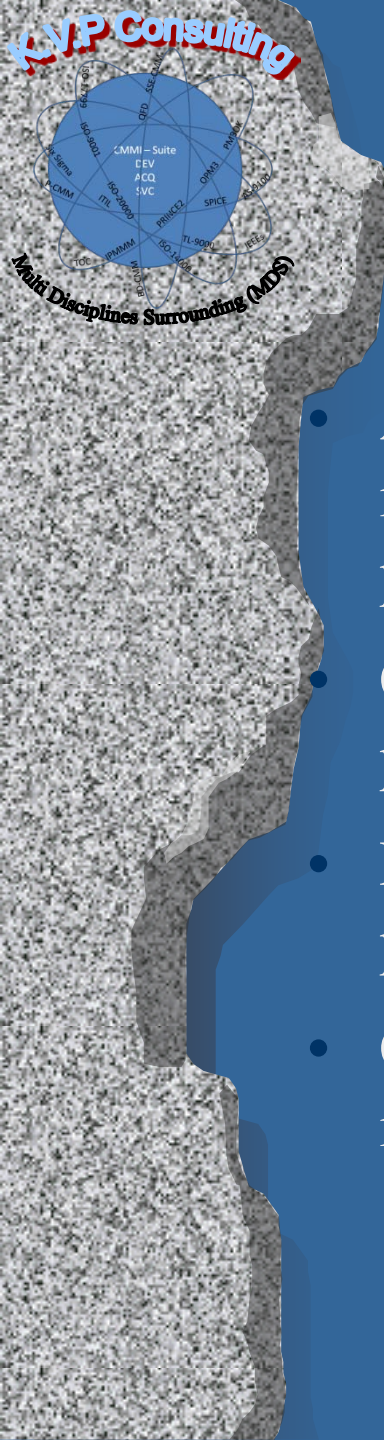
The Model Sturdiness Capabilities Echelon - 2

- These two improvement paths are associated with two types of echelon that correspond to the two views, Incessant and Predefined .
- For the Incessant view, we use the term Professionalism Group Capabilities Echelon – (GCE).
- For the staged representation, we use the term Organizational Sturdiness Echelon – (OSE).



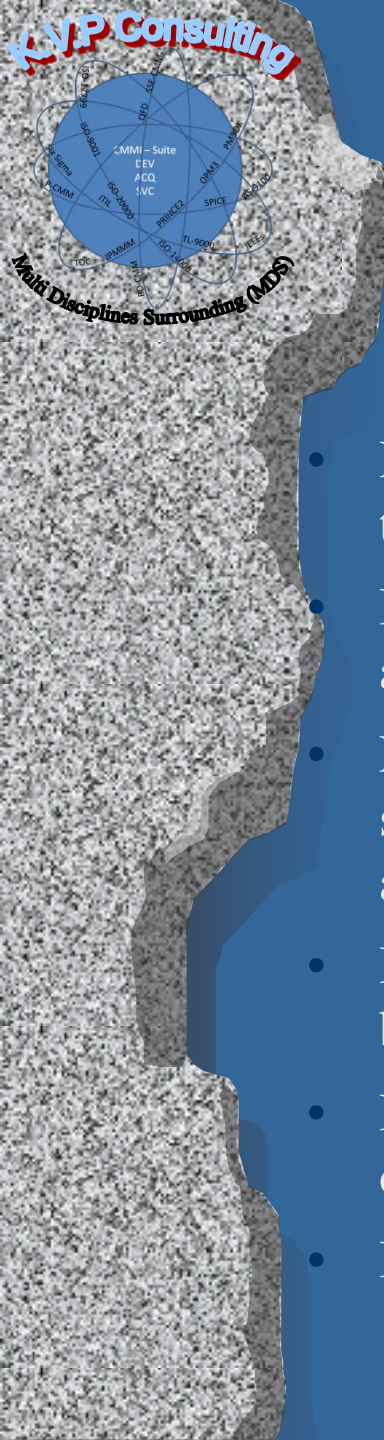
The Model Sturdiness Capabilities Echelon - 3

- Regardless of the view you select, the concept of echelon is the same.
- Echelon characterize improvement from an ill-defined state to a state that uses quantitative information to determine and manage improvements that are needed to meet an organization's business objectives.
- To reach a particular echelon, an organization must satisfy all of the appropriate model entities or set of processes that are targeted for improvement, regardless of what the volume or selection of domains. ([refer to the scoping map](#))



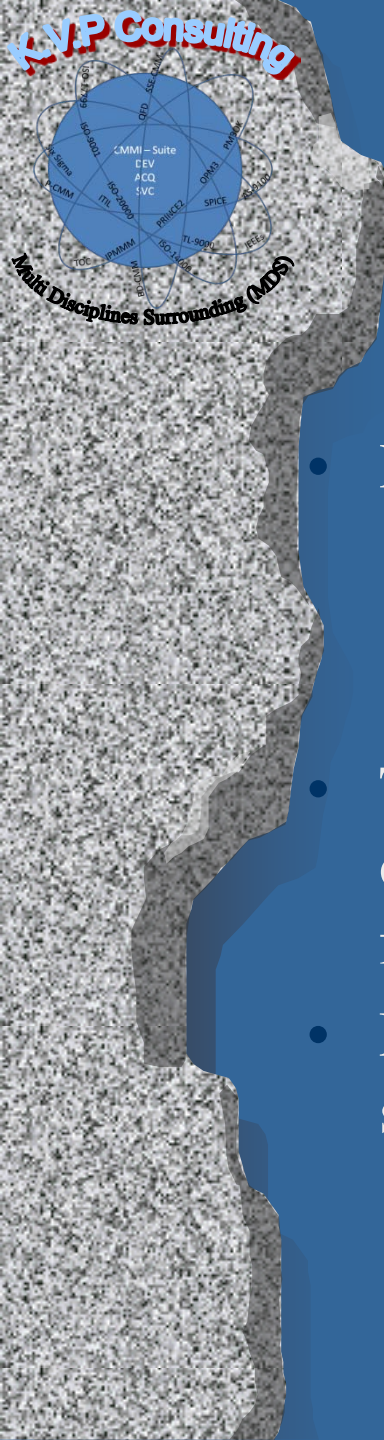
The Model Sturdiness Capabilities Echelon - 4

- A capability echelon consists of a process foundations and its related ingredients that can improve the organization's processes associated.
- Capability echelons provide a scale for measuring your processes against each process area in the model.
- Each echelon is a layer in the foundation for continuous process improvement.
- Capability echelons are cumulative (i.e., a higher echelon includes the ingredients of the lower levels).



Statistically Managing Your Processes - 1

- Determine whether processes are behaving consistently or have stable trends (i.e., are predictable)
- Identify processes where the performance is within natural bounds that are consistent across process implementation teams
- Establish criteria for identifying whether a process or process element should be statistically managed, and determine the pertinent measures and analytic techniques to be used in such management
- Identify processes that show unusual (e.g., sporadic or unpredictable) behavior
- Identify any aspects of the processes that can be improved in the organization's set of standard processes
- Identify the implementation of a process which performs best

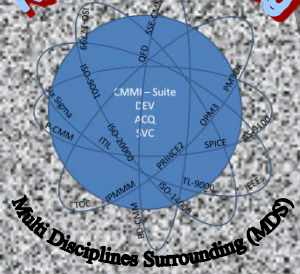


Statistically Managing Your Processes - 2

- Root Cause Analysis & Resolution
 - Identify and analyze causes of defects and other problems
 - Take specific actions to remove the causes

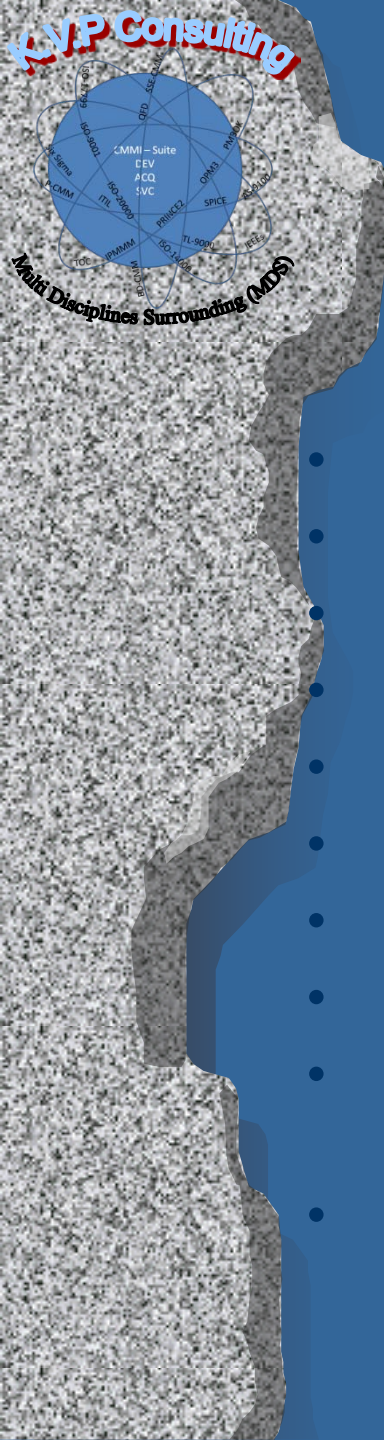
- The ‘project’ can then take actions to prevent the occurrence of those types of defects and problems in the future

- Many ‘projects’ implement it to identify and eliminate special cause variations to stabilize the process



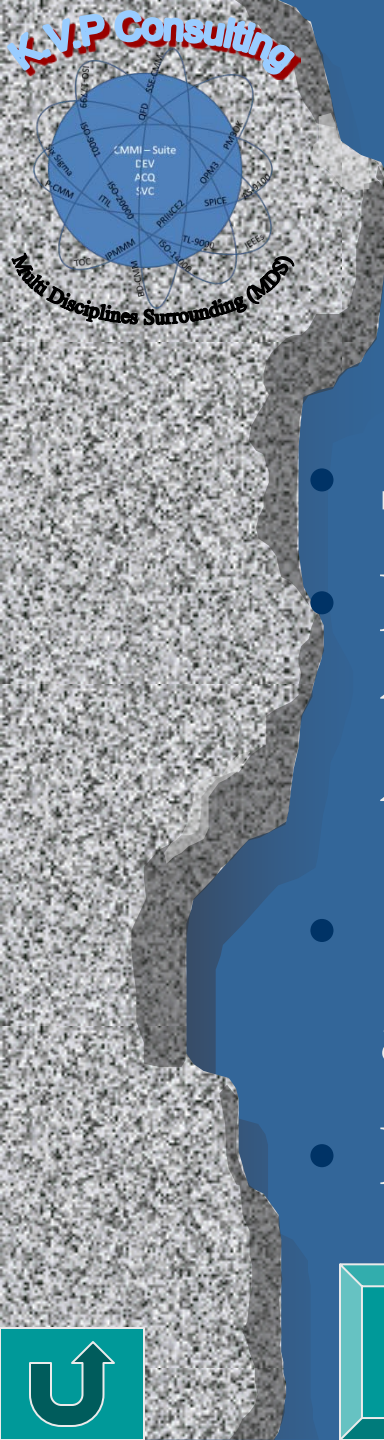
Suggested KPI's to Measure Process Success

- Operability Predictability
- Response Time Predictability
- Cost of Rectifying Problems
- Survivability Predictability
- Productivity
- Total Cost of Risk
- Recovery (to L'0') time
- Supply Chain Response Time
- Response Efficiency
- Operability Continuity
- Survivability Continuity



Operational Processes KPI's

- Known Capability and Stable
- Defined Ingredients
- Known Critical Elements
- Meeting Objectives
- Controlled Interfaces
- Responsive / Modifiable
- Resilience / “Agile”
- Relevant ‘What If’s Scenarios
- Accepted Tolerance / Freedom Boundaries
- Predictable Outcomes
- Influence of Critical Elements on process output
- Process resources utilization ‘What If’s Scenarios
- Process elements capability
- Quantitative definition of process ingredients

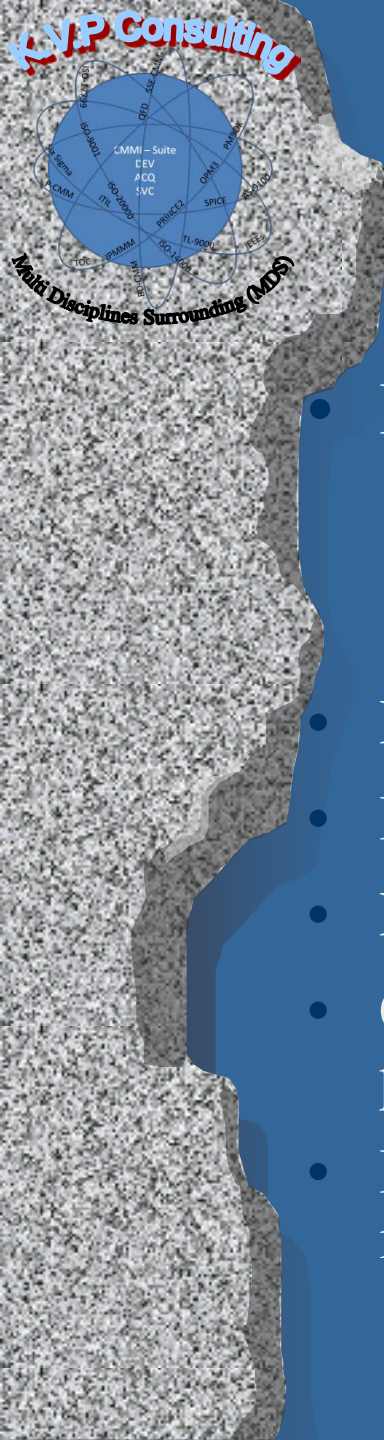


HERMES

- Standard Description Document (SDD)
- Mandatory Evaluation Plan (MEP) with tailoring guidelines and preconfigured sets to address the five models
- Interpretation Guidelines Sets (IGS) addressing the five models
- Detailed scoping and rating scheme

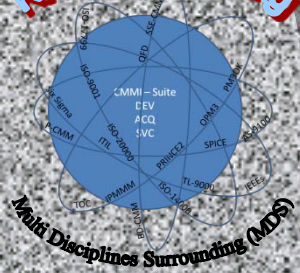
[Link to Folder](#)

[Link to SDD](#)



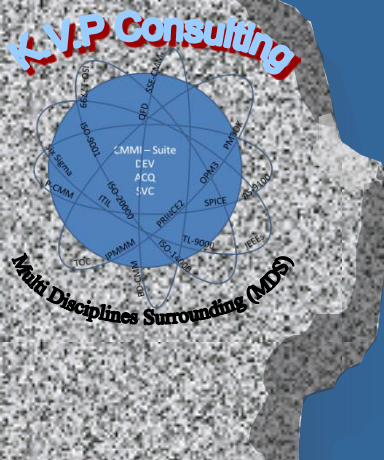
What We Look For In Appraisals - 1

- Indicators of:
 - Culture
 - Dependencies
 - Critical issues that effect the operational concept
- Planning approaches for complex / matrix environments
- Inter-unit coordination throughout the processes
- External coordination throughout processes
- Considerations of development of inter protocols or best practices
- Inter-organizational communication as an integral ingredient in the operational environment

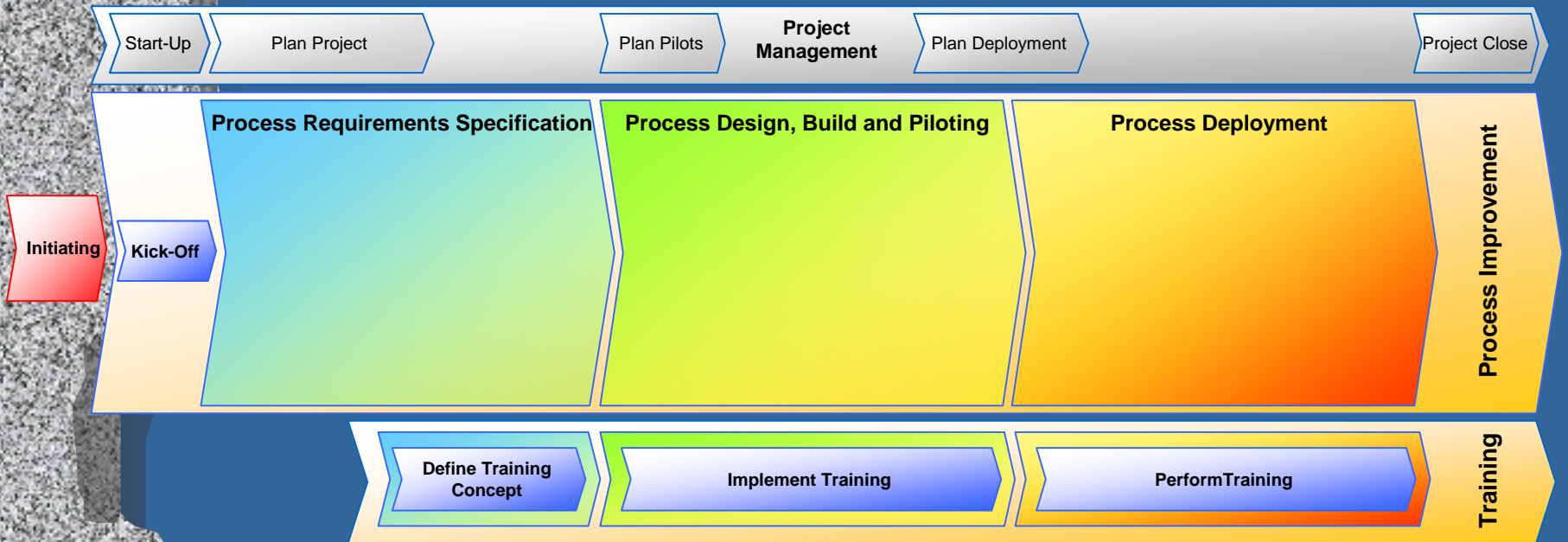


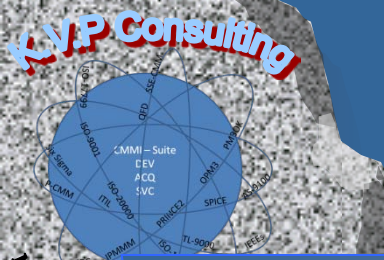
What We Look For In Appraisals - 2

- Relationships
- Authority
- Strategic vs. operational vs. tactical
- Coordination
- Direction

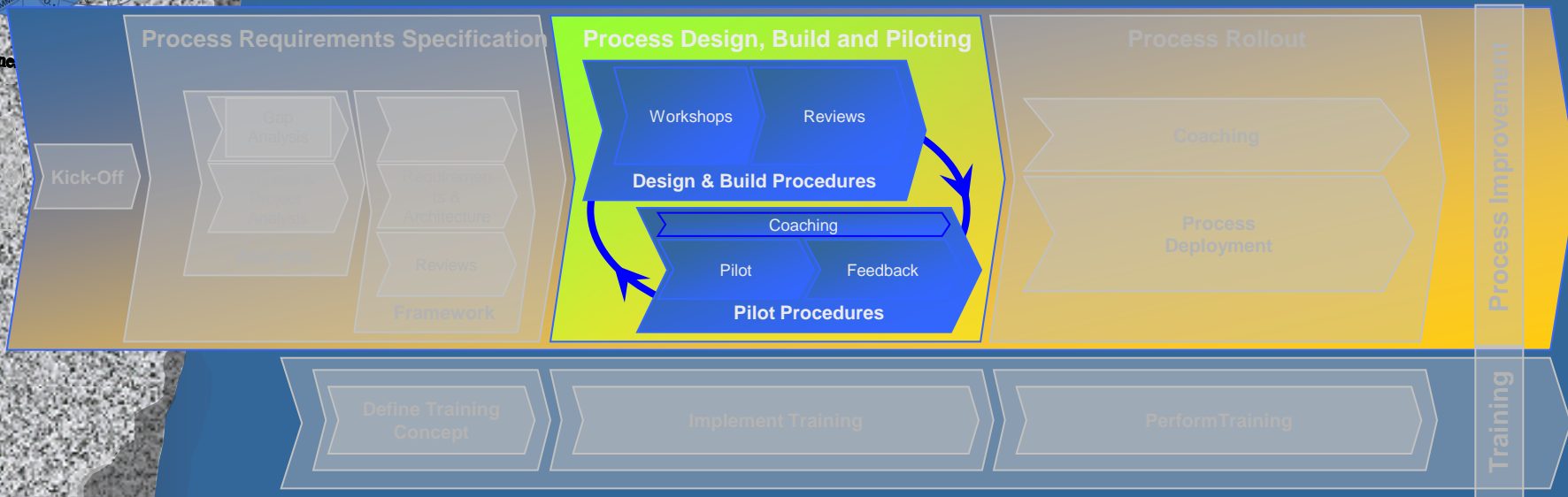


Overall Project

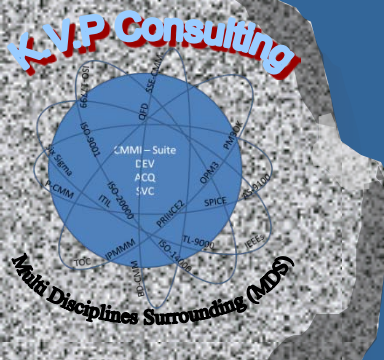




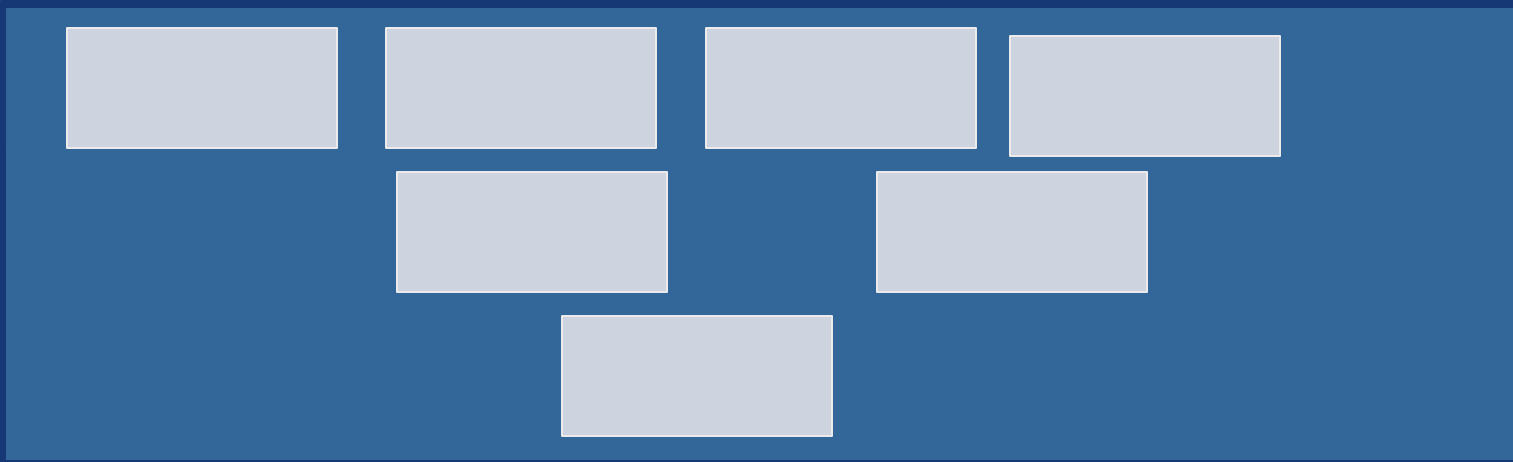
Process Design, Build and Piloting



- Definition of usable processes “ready for life”
- **Methods**
 - Workshops for definition processes
 - Reviews (workshops / offline)
 - Coaching and piloting
 - Collecting feedback from pilot projects (e.g. interviews/workshops)
- Result: defined process (descriptions, templates, examples, ...)



Organizational
Processes
and Lifecycles



**Models
References**

**Compliance
Mapping**

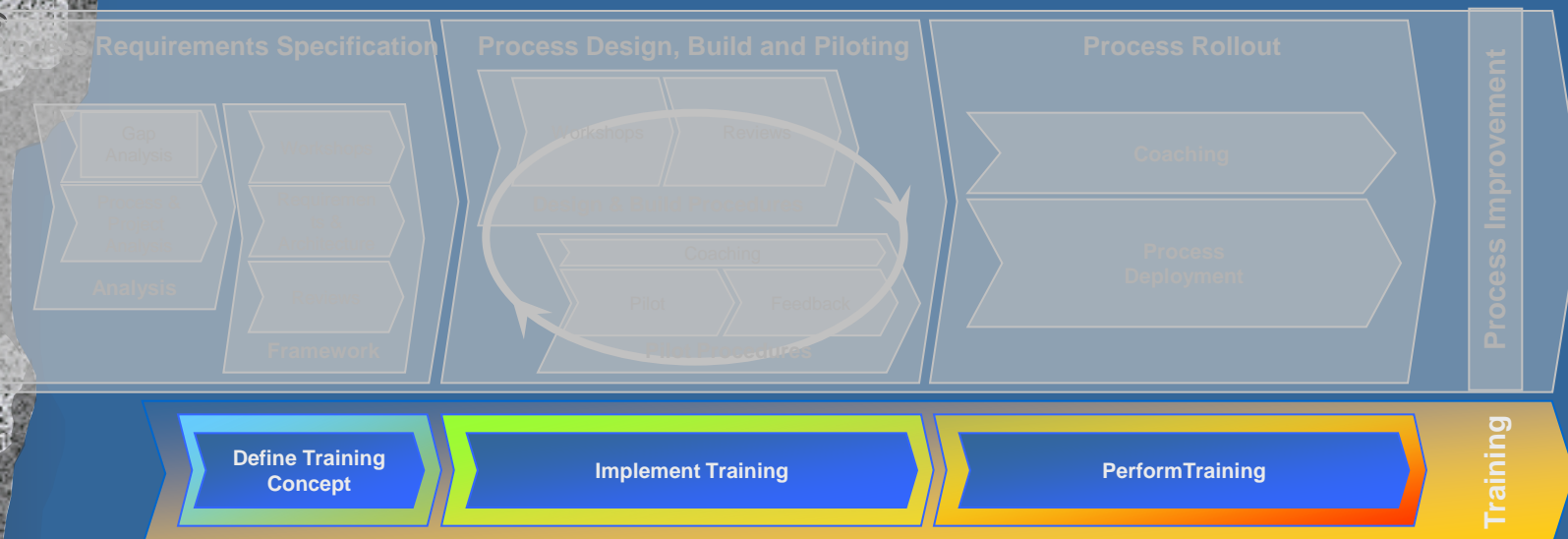
**Best Practices
and Processes**

**Measurements
Library**

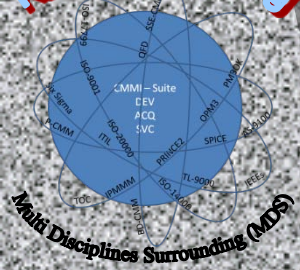
Statistical Readiness



Training



- Identify roles to be trained
- Schedule of the training (project / role specific)
- Contents: processes / tools / methods to be trained
- Creation of exercises
- Performance of trainings



STORM

(Strategic Technology and Operational Risk Management)

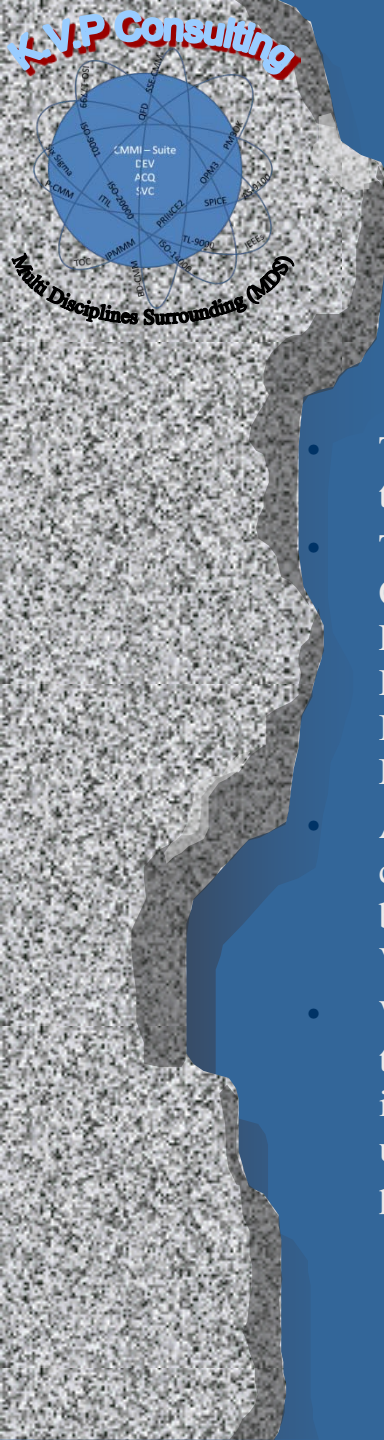
Innovative Approach for Organizational Integrated Risk Management Approach

Kobi Vider – Picker

K.V.P Consulting

Kobi.Vider@hotmail.com

+972522946676

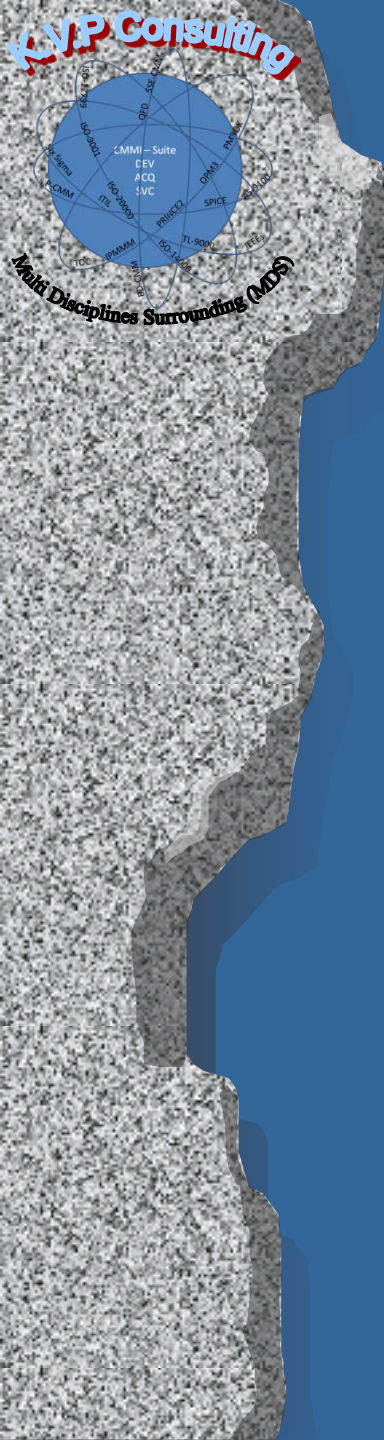


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Conceptual Case Study

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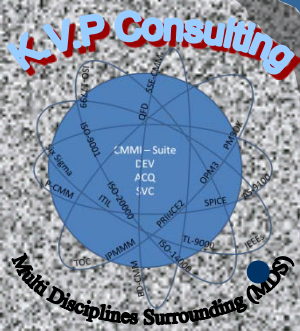
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Port - Background

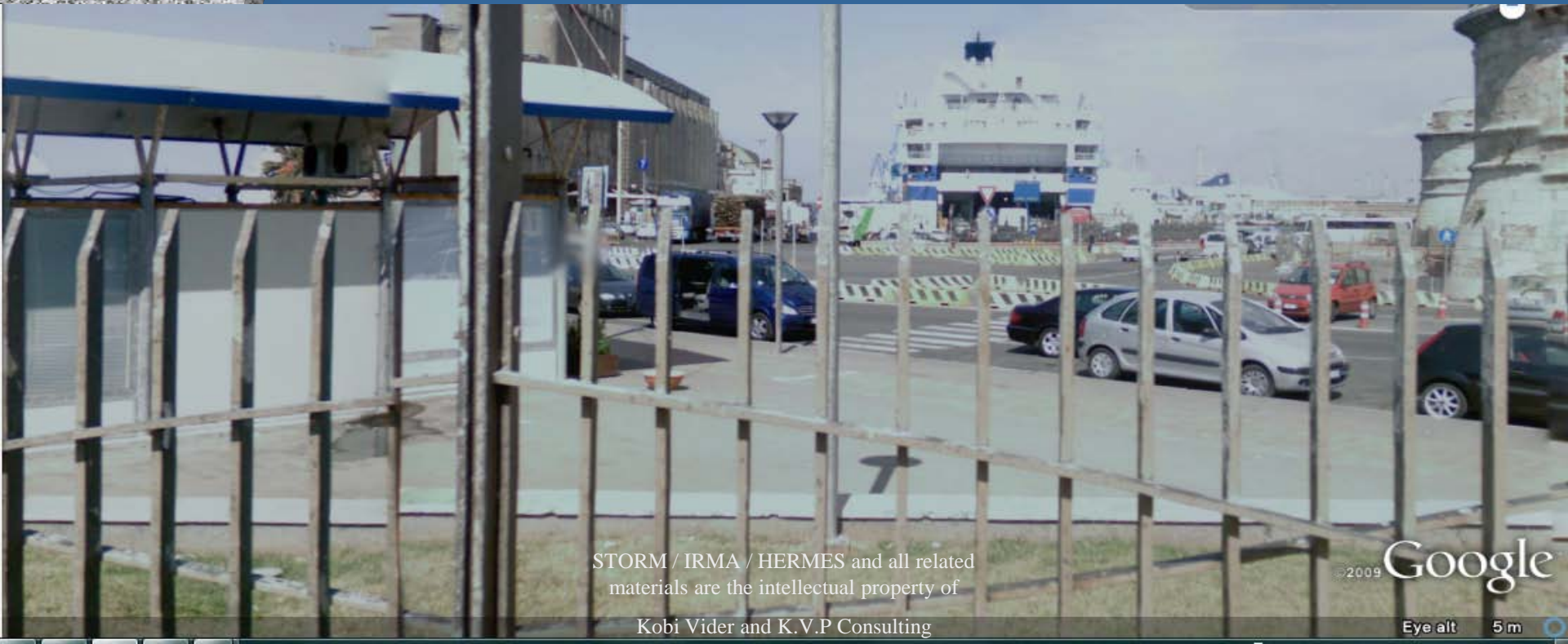
Business Objectives

- Port of Civitavecchia is a busy ferry port located 80 km / 50 miles west north west of Rome and providing both
 - Passenger and
 - Cargo services to
 - Italian and
 - European destinations
- The ferry terminal offers an impressive selection of passenger amenities which include
 - ATMs
 - Information bureaux
 - Waiting rooms
 - Left luggage facilities and
 - Cafeterias

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Passengers



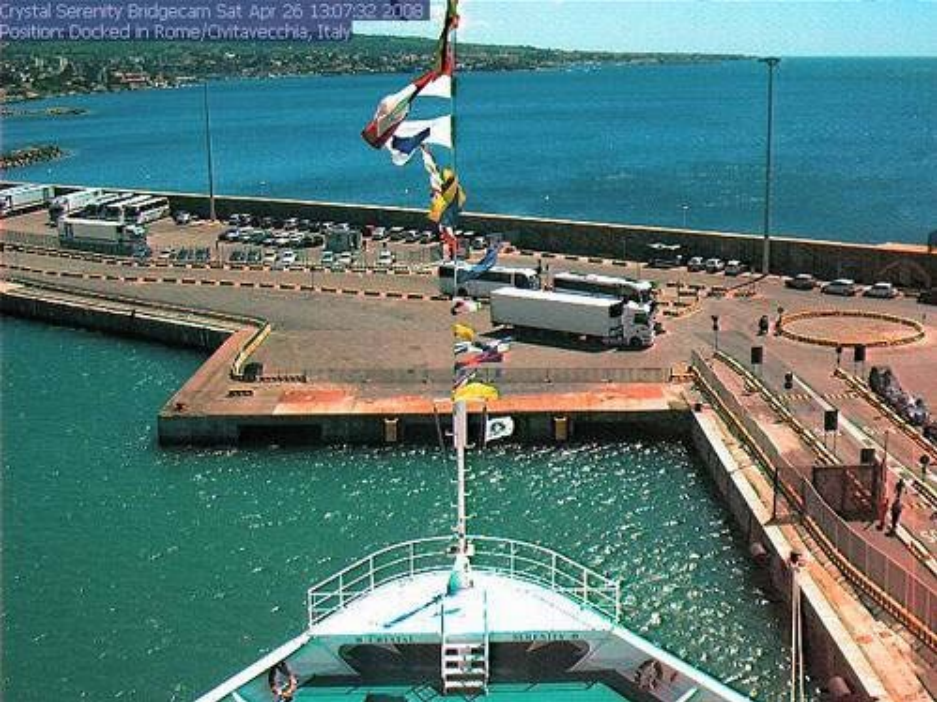
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Eye alt 5m

Crystal Serenity Bridgecam Sat Apr 26 13:07:32 2008
Position: Docked in Rome/Civitavecchia, Italy

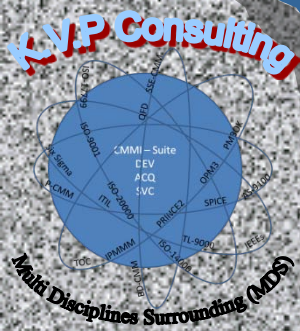


Cargo



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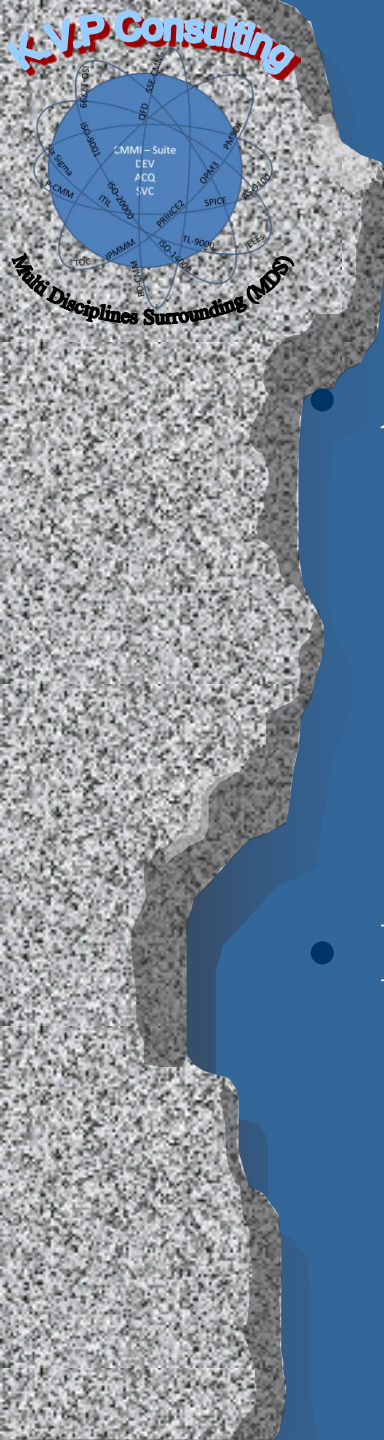
Kobi Vider and K.V.P Consulting



Port - Background

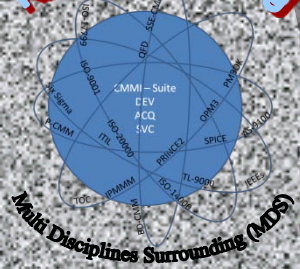
Reference Threats (for this presentation only)

- ATMs
 - Frauds
 - Pickpocketing
 - Identity thefts
- Information bureaux,
 - Fraud chain
 - Illegal services / Activity
 - Satellite unapproved services / Activity
- Waiting rooms
 - Pickpocketing
 - Luggage thefts
 - Public order
- Left luggage facilities
 - Frauds
 - Luggage thefts
 - Smuggling and fraud chain
- Cafeterias
 - Food Quality
 - Food Safety
 - Illegal services / Activity
 - Pickpocketing
 - Thefts
 - Frauds



Port - Background

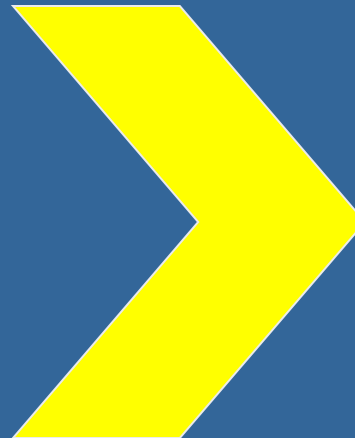
- Applicable STORM (IRMA) model and Components
 - IRMA-B Selected Components
 - IRMA-CF Selected Components
 - IRMA-AM Selected Components
 - IRMA-OMR Selected Components
- HERMES



Port - Background

- Analysis approach and method
 - Visual Screening
 - Hidden observation and simulation
 - Process simulation (tool based)
- Main Risks (partial list for this presentation only)

- Leading
 - Physical Casualties
 - Material damages
 - Availability level
 - Operational continuity



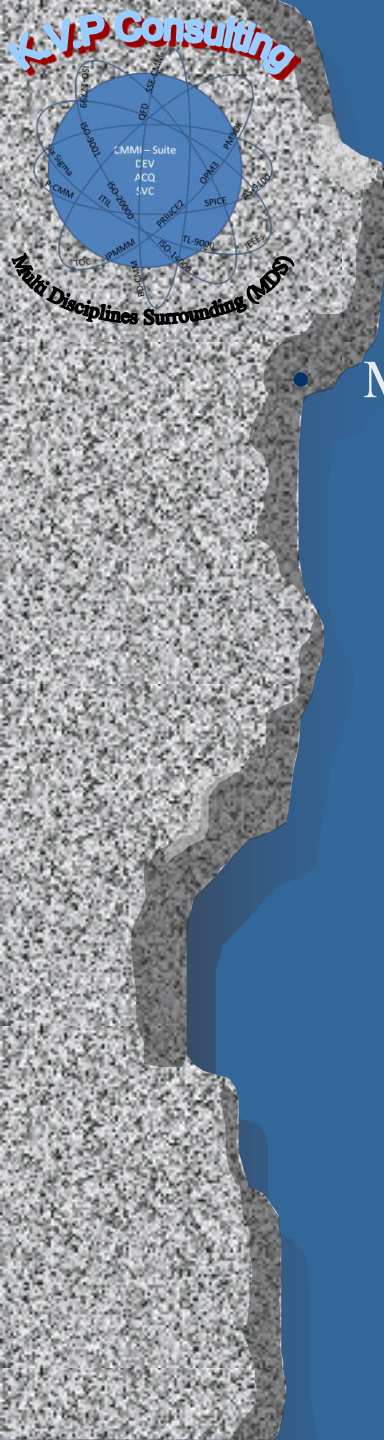
- Consequenced
 - Branding
 - Perception
 - Revenue
 - Position



Port - Background

Main Measurements (partial list for this presentation only)

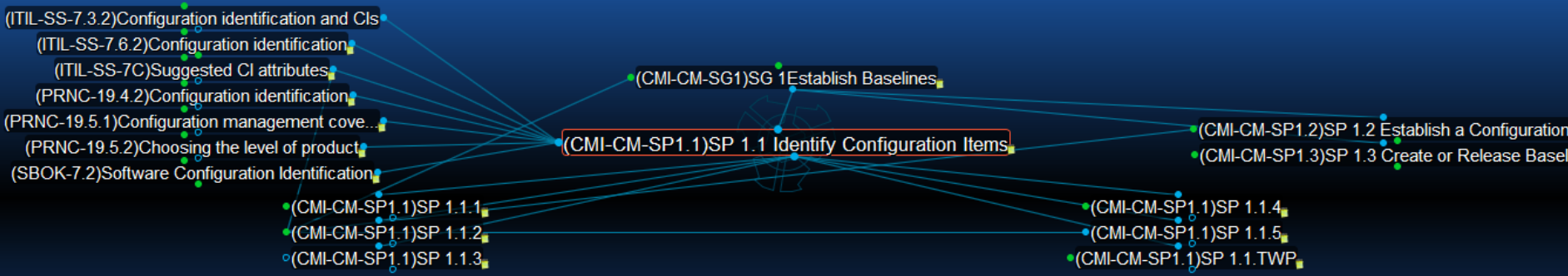
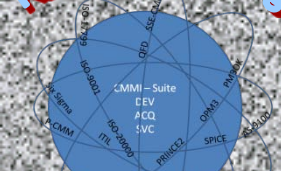
- Physical Casualties
 - Severity
 - Density vs. causes
- Material damages
 - The human cost of the security system / calculated against the cost of damage
- Availability level
 - Unavailability time vs. cost
 - Unavailability time vs. perception
- Operational continuity
 - Mean time between failures
 - Time to recovery
 - Recovery levels (the just good enough)
 - The cost of inspection and assessment of continuity components against the expected damage



Port - Background

• Main Measurements (partial list for this presentation only)

- Branding
 - Benchmarks
- Perception
 - Customer satisfaction
- Revenue
 - Cost and quality assurance activities
 - Cost op poor quality
- Position
 - Passengers trending



Search (CMI-ML2) Maturity Level 2 - M... (CMI-CM) Configuration Management (CMI-CM-SG1)SG 1 Establish Baselines (CMI-CM-SP1.1)SP 1.1 Identify Configuration Items

Notes

File Edit View Insert Format Tools Table

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Identify the configuration items, components, and related work products that will be placed under configuration management. [PA159.IG101.SP101]

Configuration identification is the selection, creation, and specification of the following: [PA159.IG101.SP101.N101]

- Products that are delivered to the customer
- Designated internal work products
- Acquired products
- Tools

Other items that are used in creating and describing these work products

Thought Tags Details Search Reports Calendar

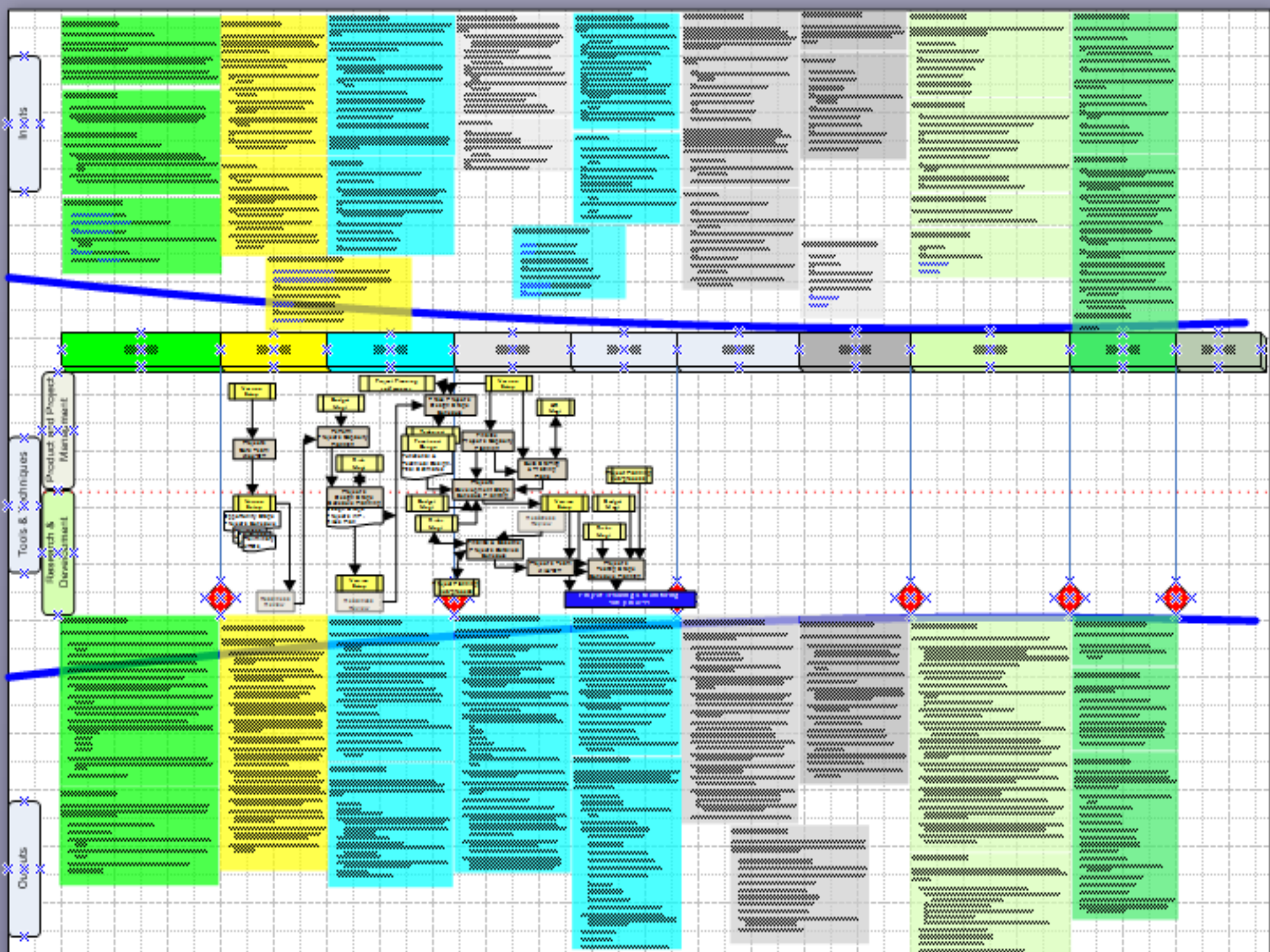
(CMI-CM-SP1.1)SP 1.1 Identify Configuration Items Private

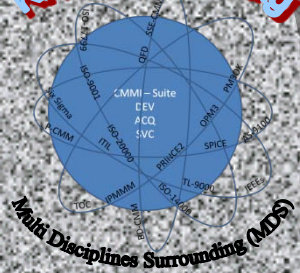
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notes.rtf	8.9 KB	rtf	16-Jul-2005 22:08	Internal





Risk Evaluation Checklist

Business Continuity Plan (BCP) Complete Audit Checklist

No	Procedures	Status	Notes
1	Determine examination scope and objectives for reviewing the Business Continuity Plan (BCP) program.		
2	Determine the existence of an appropriate enterprisewide Business Continuity Plan (BCP).		
3	Determine the quality of Business Continuity Plan (BCP) oversight and support provided by the board of directors and senior management.		
4	Determine whether an adequate Business Impact Analysis (BIA) and risk assessment have been completed.		
5	Determine whether appropriate risk management over the Business Continuity Plan (BCP) process is in place.		
6	Determine whether the Business Continuity Plan (BCP) include appropriate testing to ensure the business process will be maintained, resumed, and/or recovered as intended.		
7	Determine whether the IT environment has a properly documented Business Continuity plan that complements the enterprise-wide and other departmental Business Continuity plans.		
8	Determine whether the Business Continuity Plan (BCP) include appropriate hardware backup and recovery.		
9	Determine whether the Business Continuity process includes appropriate data and application software backup and recovery.		
10	Determine whether the Business Continuity Plan (BCP) include appropriate preparation to ensure the data center recovery processes will work as intended.		
11	Determine whether the Business Continuity Plan (BCP) include appropriate security procedures.		
12	Determine whether the Business Continuity Plan (BCP) address critical outsourced activities.		
13	Discuss corrective action and communicate		

Data Recovery Templates and Checklist

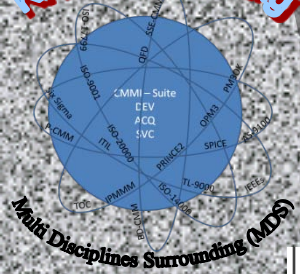
Conducting a recovery test

No	Activity	Status			Notes
		Y	N	N/A	
1	Select the purpose of the test. What aspects of the plan are being evaluated?				
2	Describe the objectives of the test. How will you measure successful achievement of the objectives?				
3	Meet with management and explain the test and objectives. Gain their agreement and support.				
4	Have management announce the test and the expected completion time.				
5	Collect test results at the end of the test period.				
6	Evaluate results. Was recovery successful? Why or why not?				
7	Determine the implications of the test results. Does successful recovery in a simple case imply successful recovery for all critical jobs in the tolerable outage period?				
8	Make recommendations for changes. Call for responses by a given				
9	Notify other areas of results. Include users and auditors.				
10	Change the disaster recovery plan manual as necessary.				

Areas to be tested

No	Activity	Status			Notes
		Y	N	N/A	
1	Recovery of individual application systems by using files and documentation stored off-site.				
2	Reloading of system tapes and performing an IPL by using files and documentation stored off-site.				
3	Ability to process on a different computer.				
4	Ability of management to determine priority of systems with limited processing.				
5	Ability to recover and process successfully without key people.				
6	Ability of the plan to clarify areas of responsibility and the chain of command.				





Facility Management File

תוכני תחילת מינון:

- ☑ סוגי דסנות, כיווני פתיחה, מיקום מפתחות.
- ☑ מיקום וסוג סדרנים.
- ☑ **סמלים** - מיקום מצלמות ומזינטורים.
- ☑ תחלני מצוקה ואנעקות - מיקום ונקודות הפעלה/ נטרול מיקום הגסאים, המוקדים אלהים האנעקה מזה ברית, מספרי טלפון טלמיכה טכנות.
- ☑ מערכות בקרת כליסה טכנולוגיים- כרטיס מגנטי, קוד כליסה ורשימת מאגשרי כליסה.
- ☑ מערכת כריחה.
- ☑ אדנות מינון.
- ☑ שיעים- סוג ואופן הפעלה.
- ☑ נדרות- סוג וגובה הנדר.
- ☑ תאורה- בשורה/ בחורים.
- ☑ זכוכית מסוגנות ירי- מיקומן.
- ☑ ציוד כובוי אש ונערה ראשונה.
- ☑ הנדרת חדר מבטאים/ ממ"ד.
- ☑ יציאות חורים.

נספחים:

- ☑ תצלומי אוויר.
- ☑ מפת האזור.
- ☑ תוכניות המבנה.
- ☑ תצלומים פנורמיים.
- ☑ רשימת בעלי תפקידים ומספרי טלפונים למנהלים, קב"טים ורומי **הגנה** והצלחה.
- ☑ אמצעי תבירה וזהוי בתורים.
- ☑ כל שילוי במבנה המתקן (שיפוצים, תוספת בנייה וכו') יעודכן בתוק השטח ויופץ לגורמים הרלוונטיים.

שילד למניות תיק שטח

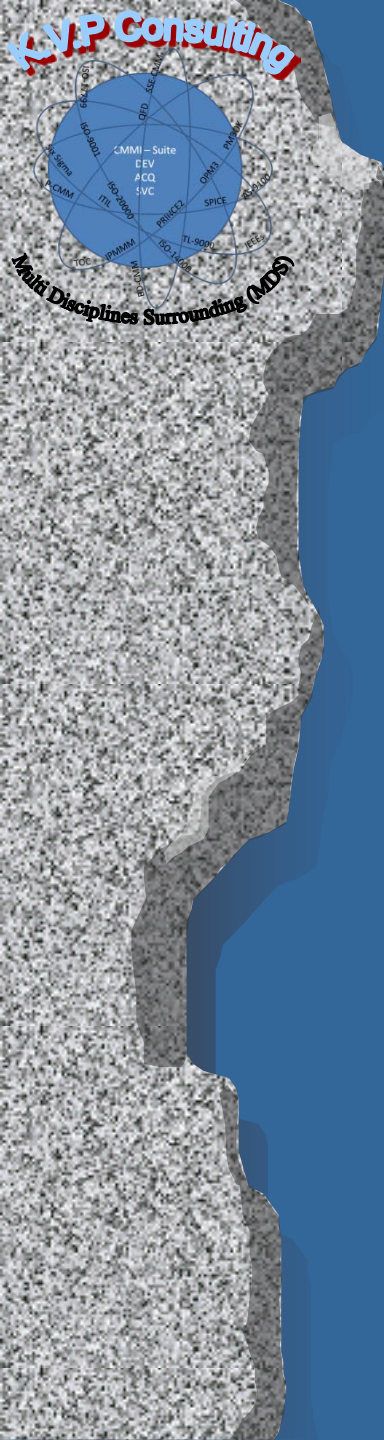
תוכנים ככלולים של המתקן המסומן:

- ☑ מיקום - סדנת **הגנה**.
- ☑ צירי הנעה למתקן.
- ☑ זהות המתקן - מרות פניול ותו.
- ☑ סוג המבנה - צמוד קרקע, חלק מבית דירות, מבנה תעשייתי, שכנים דירורים וכו'.
- ☑ סביבת המבנה - סביבה נירונית/ כפר, רח' ראשי/ צדדי, חו' דו סטרי, אזורים ציבוריים בקרבת המבנה מר כלי קניות, תחנות אוטובוס, המצאות משורים בבניין זהותם.
- ☑ פרטי גופים מא ובטחים שכנים (כולל שיטת האבטחה הנלווה בהם).
- ☑ רשימת מספרי זד ומי כלי רכב החונים חדר קבע בקרבת המתקן (שכנים **הגנה** וכו').
- ☑ שעות פניולות.
- ☑ חתך אובסויית הנובדים.
- ☑ חתך אובסויית המבקרים/ אורחים.
- ☑ כליסות דרכי גישה רחלי/ רכב, מעברים הכרחיים ותנונים
- ☑ אמצעי תחבורה נעים ניתן להנען למתקן (כולל תחבורה ציבורית).
- ☑ רכב **הגנה** וצירי פינוי.
- ☑ מספר קומות.
- ☑ גרמל מדרגות.
- ☑ חלוקת המבנה- חדרים, חצר, מרפסת.
- ☑ סוגי הקירות במבנה- גבס, בלוקים, בטון.
- ☑ פתחי אזורך, פורים ופתחי מילוט.
- ☑ מעליות.
- ☑ נקודת כובוי אש.
- ☑ מיקום עיבות נענ.
- ☑ מערכות חשמל כולל מפסקים ראשיים.
- ☑ מיקום בית חולים, תחנת משטרה, מתקנים ביטחוניים וצירי הנעה.
- ☑ נקודות תורפה בקרבת המתקן.
- ☑ מיקום הצבת הפ"ק.
- ☑ מקומות שיכולים לשמש כמסוף **הגנה** ובצוץ פינוץ עיל המתקן - **הגנה** ציבוריים, בני קפה, תחנות אוטובוס, בתים בבנייה, גנים, שטחים פתוחים השולטים על המתקן.
- ☑ גורמים חמושים המצויים בקרבת המתקן - זקיף, משטרה, צה"ל, מתקן מאובטח, אנשי אבטחה אורחיים- ואמצעי זהוי.
- ☑ הנחות ביטחון ייחודיים למקום (בצפון- ירי קטיושות, בדרום- ירי **הגנה** בשטחים- חדרית מתבלים וכו').

מפת וצילומים:

- ☑ מפה של גרות המתקן הכוללת סימון המתקן, נקודות ציון חשובות, מעברים הכרחיים, בני חולים.
- ☑ צילום המתקן מכיוונים שונים
- ☑ צילום הבליסות למתקן.
- ☑ צילום כניסות לחניונים
- ☑ צילום נקודות התרפה.
- ☑ צילום נקודות הנעירה של כלי הרכב הכניסה/ יציאה מהמתקן.
- ☑ צילום נקודות/ אזורים נוספים הרחויים סדנתה.





BCP TOC

Business Continuity Planning Components

Getting Started

Section 1

1. Assign departmental business continuity responsibilities.
 2. Department mission and business functions/processes.
 3. Identification and evaluation of scenarios, risks, events and threats.
-

Developing the Plan

Section 2

4. Document recovery plans to recover critical functions for each scenario.
 5. Determine details to complete tasks.
 6. List contact information.
 7. List necessary resources and reference materials.
-

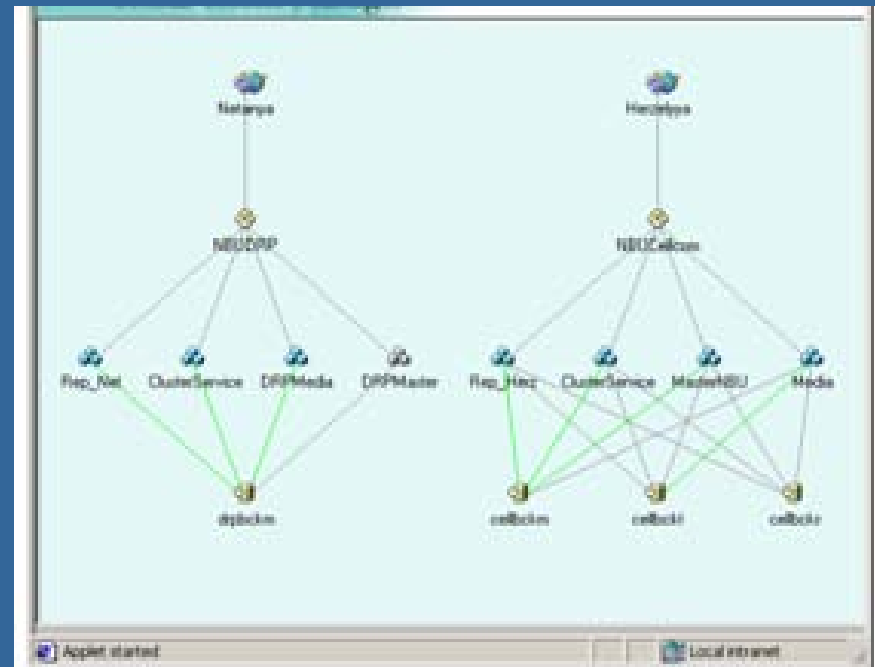
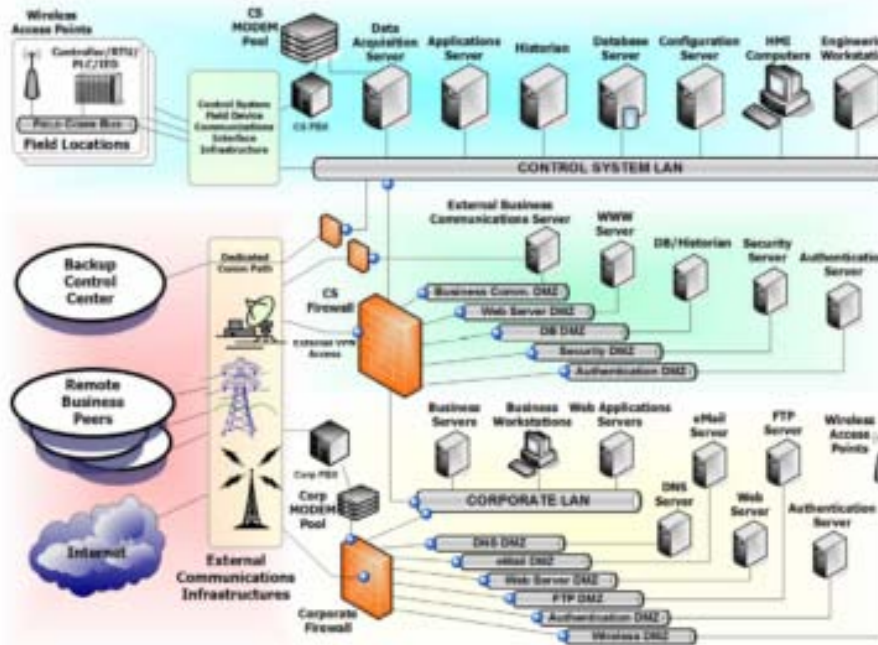
Maintaining the Plan

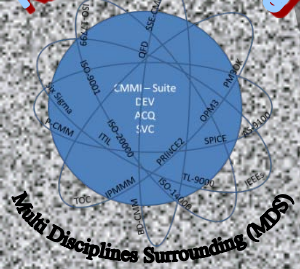
Section 3

8. Train personnel on the plan.
 9. Test (validate) the plan.
 10. Maintain the plan.
-

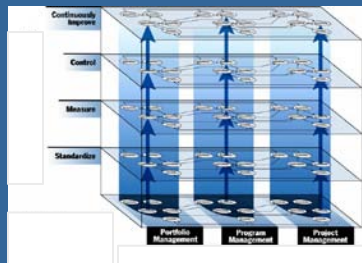


Infrastructures and Application Mapping





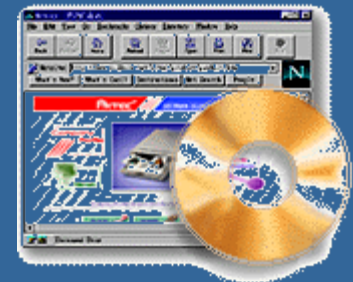
Compliance Requirements to Supporting Standards Mapping



Scoping



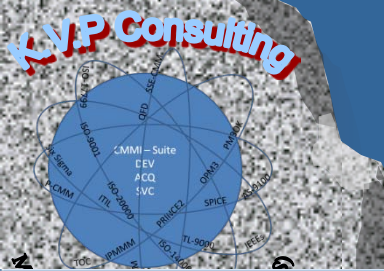
Tool



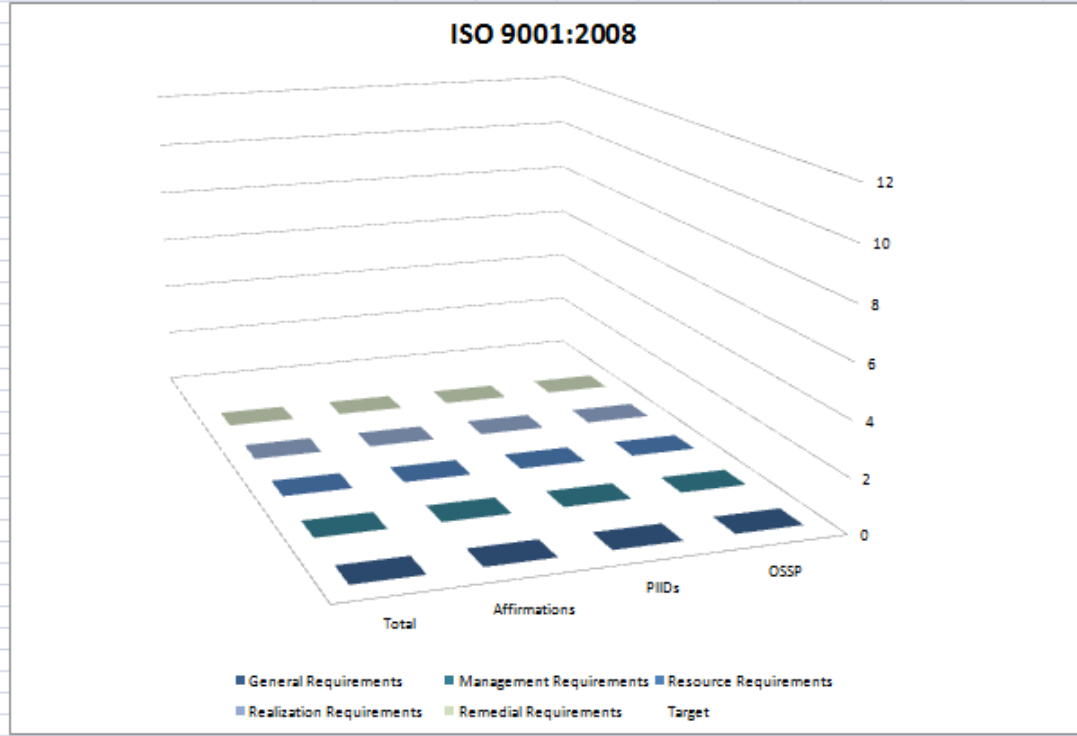
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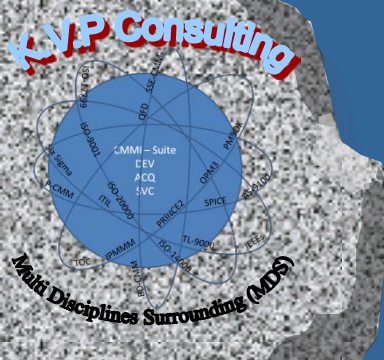


1	To Index				OSSP	PIIDs	Affirmations	Total
2	Chapter	Section	Requirements		OSSP	PIIDs	Affirmations	Total
3	General Requirements				0	0	0	0
4	4.1 Develop Your Quality Management System (QMS)				0	0	0	0
5		4.1.1	Establish your organization's QMS.		0.00	0.00	0.00	0.00
6		4.1.2	Document your organization's QMS.		0.00	0.00	0.00	0.00
7		4.1.3	Implement your organization's QMS.		0.00	0.00	0.00	0.00
8		4.1.4	Maintain your organization's QMS.		0.00	0.00	0.00	0.00
9		4.1.5	Improve your organization's QMS.		0.00	0.00	0.00	0.00
10	4.2 Document Your Quality Management System (QMS)				0	0	0	0
11		4.2.1	Manage Quality Management System Documents		0	0	0	0
12		4.2.1.1	Develop documents for your organization's QMS.		0.00	0.00	0.00	0.00
13		4.2.1.2	Make sure that your organization's QMS documents respect and reflect what you do and how you do it.		0.00	0.00	0.00	0.00
14		4.2.2	Prepare Quality Management System Manual		0	0	0	0
15		4.2.2.1	Establish a quality manual for your organization.		0.00	0.00	0.00	0.00
16		4.2.2.2	Maintain your organization's quality manual.		0.00	0.00	0.00	0.00
17		4.2.3	Control Quality Management System Documents		0	0	0	0
18		4.2.3.1	Control your organization's QMS documents.		0.00	0.00	0.00	0.00
19		4.2.3.2	Control documents that are used as QMS records.		0.00	0.00	0.00	0.00
20		4.2.4	Establish Quality Management System Records		0	0	0	0



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	To Index																	
2			OSSF	PIIDs	Affirmations	Total												
3			12	12	12	12												
4		4 General Requirements	0	0	0	0												
5		4.1 Develop Your Quality Management System (QMS)	0	0	0	0												
6		4.2 Document Your Quality Management System (QMS)	0	0	0	0												
7																		
8		5 Management Requirements	0	0	0	0												
9		5.1 Show Your Commitment to Quality	0	0	0	0												
10		5.2 Focus On Your Customers	0	0	0	0												
11		5.3 Support Your Quality Policy	0	0	0	0												
12		5.4 Carry Out Your QMS Planning	0	0	0	0												
13		5.5 Allocate QMS Responsibility and Authority	0	0	0	0												
14		5.6 Perform QMS Management Reviews	0	0	0	0												
15																		
16		6 Resource Requirements	0	0	0	0												
17		6.1 Provide Required QMS Resources	0	0	0	0												
18		6.2 Provide Competent QMS Personnel	0	0	0	0												
19		6.3 Provide Necessary Infrastructure	0	0	0	0												
20		6.4 Provide Suitable Work Environment	0	0	0	0												
21																		
22		7 Realization Requirements	0	0	0	0												
23		7.1 Control Product Realization Planning	0	0	0	0												
24		7.2 Control Customer-Related Processes	0	0	0	0												
25		7.3 Control Product Design and Development	0	0	0	0												
26		7.4 Control Purchasing and Purchased Products	0	0	0	0												
27		7.5 Control Production and Service Provision	0	0	0	0												
28		7.6 Control Monitoring and Measuring Equipment	0	0	0	0												
29																		
30		8 Remedial Requirements	0	0	0	0												
31		8.1 Establish Monitoring and Measurement Processes	0	0	0	0												
32		8.2 Carry Out Monitoring and Measurement Activities	0	0	0	0												
33		8.3 Identify and Control Nonconforming Products	0	0	0	0												
34		8.4 Collect and Analyze Quality Management Data	0	0	0	0												
35		8.5 Make Improvements and Take Remedial Actions	0	0	0	0												
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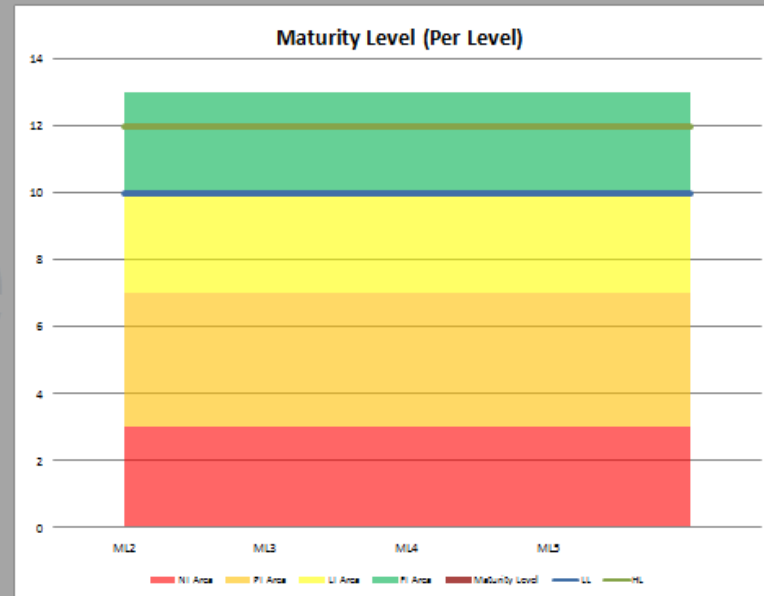
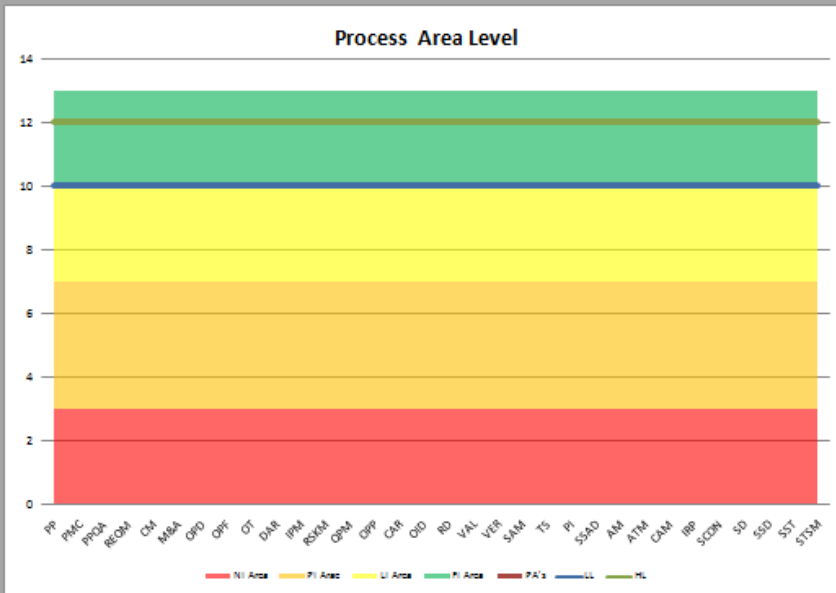


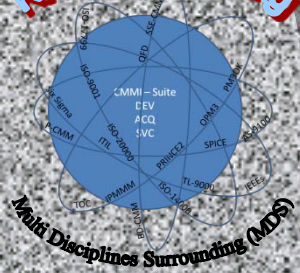


Process Level	
REGM	
PP	
PMC	
M&A	
PPQA	
CM	
SAM	
RD	
TS	VAL
PI	
VER	
VAL	
OPF	
OPD	
OT	
IPM	
RSKM	
DAR	
OPP	
OPM	
OID	
CA&R	

Color	EV	Rating	LL	HL
red	1*3	NI	1.00	3.00
orange	4*6	PI	4.00	6.00
yellow	7*9	LI	7.00	9.00
green	10*12	FI	10.00	12.00

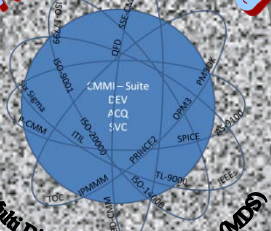
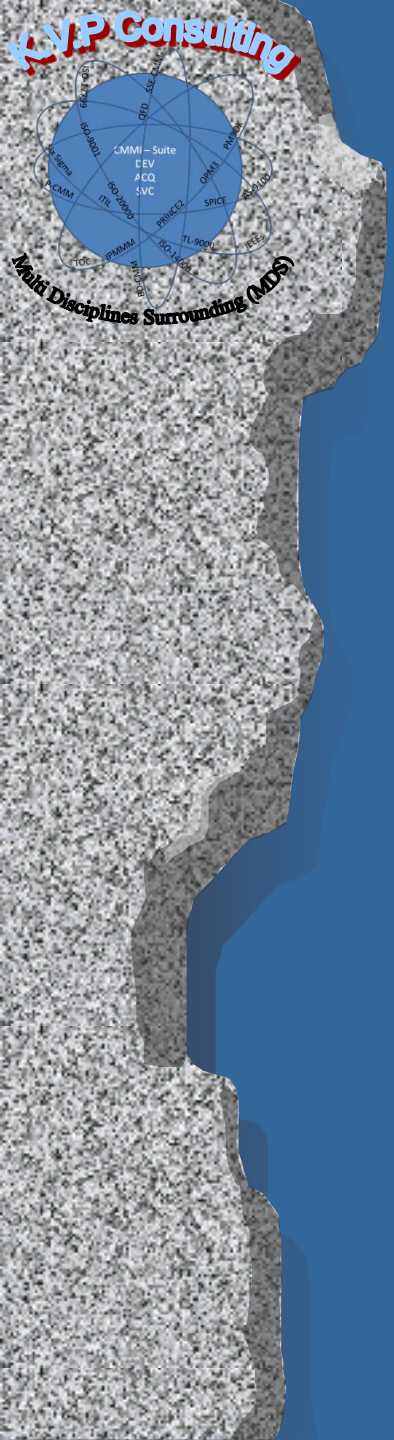
Maturity Level (Per Level)	
ML2	
ML3	
ML4	0.00
ML5	0.00





Pilot Results

- Verbal presentation of selected pilots



Questions