

# Compliance Implementation Workshop

Learning how eramba works and how it is implemented are not difficult tasks but can be time consuming. Our Compliance workshops help you to get the job done quicker and provide assurance the implementation is done correctly.

## Delivery Methodology

- The maximum duration of the workshop is 8 Hours
- Workshop is split into 4 sessions
- Every meeting will have records of what was completed and what actions are still to do
- Delivered in English or Spanish language, over Zoom

## Key Delivery Steps

- Session One
  - Understand if you want to start from scratch (no Compliance framework in place) or you have something (spreadsheets, etc) we can leverage. Decide the way forward.
  - Define what compliance packages we will be working with (ISO, PCI, Etc)
  - Create groups for every business unit in your organisation Compliance scope and one account for each person at the GRC department
- Session Two
  - Upload the selected compliance Package
  - For two or three different requirements, create mitigating: Controls, Policies, Projects
  - Configure each module used: Customisations, Filters, Dynamic Status, Report.
- Session Three
  - Perform multiple reviews of Policies to ensure the concept of reviews is clear
  - Same for Internal control audits
  - Setup notifications that will trigger automatically based on deadlines
  - We teach you to use CSV files for mass imports into eramba
- Session Four

- Simulate how those notifications would be handled by the different teams, complete Reviews and Audits
- Configure one Section Report

## Prerequisites

Prior to the workshop you will need to:

- complete the online training we provide (this will require 5 hours of your time)
- ensure your eramba system is installed and working on the latest version

## Billing

- We provide a fixed price service which must be paid before the service begins.