



ITU Centres of Excellence Network for Asia-Pacific Region

Advanced Level Telecom Training Centre

FACE-TO-FACE Training Course on

Information Security Internal Audit

Ghaziabad (Near Delhi), India

27-31 May 2019

COURSE OUTLINE

COURSE DESCRIPTION

Title	ITU CoE Face to Face Training Programme on “Information Security Internal Audit”
Objectives	<ul style="list-style-type: none">• To understand the information systems audit process and how it is applied in a real-world environment.• To understand the importance of applying information technology governance principles to maintain levels of security and availability.• To understand the definitions and management of the information systems and infrastructure lifecycle in order to better plan for upgrades and replacements.• To identify the critical information assets and designing systems and protect them from loss, theft or unauthorized access.• To building a business continuity and disaster recovery strategy that will help keep the organization running in the event of major system failure
Dates	27-31 May 2019
Duration	5 days
Registration deadline	12 May 2019
Training fees	International participants: USD 275 (Tax Inclusive) per participant. Local participants: USD 275 (Tax Inclusive) or INR 19580/- (Tax inclusive) per participant.
Course code	19WS24229ASP-E

LEARNING OUTCOMES

Upon completion of this training, participants will be able to understand:

- the purpose and structure of ISO 27001, with reference to the PDCA cycle
- the outline of the principles, processes and techniques used for the assessment and management of environmental aspects/impacts, including the significance of these for ISMS auditors
- the significance of audit criteria, including relevant legislation to applicable information security requirements
- the process for audit of the effective implementation of on-going hazard identification, risk assessment and determination of necessary controls
- the purpose and typical content of an internal audit report, corrective action process and audit follow-up activities
- the role and responsibilities of the auditor and the need for effective communication with the auditee

TARGET POPULATION

This training is primarily targeted at IT professionals responsible for audit, control and security of computer and networking resources in organizations, consultants dealing with documenting current business system provisions and making recommendations on how to improve monitoring, control and protection provisions, IT security team members, and individuals who need to achieve an industry-recognized qualification to prove their competence. It is also beneficial for institutions and individuals that are interested in building their capacity in the field of Information System Security Audit.

TUTORS/INSTRUCTORS

Name of Tutor(s) / Instructor(s) / Facilitators	Contact Details
Mr. MK Seth, Chief General Manager, ALTTC, Ghaziabad	cgm_alttc@bsnl.co.in
Mr. Subhash Chand, Principal General Manager, ALTTC, Ghaziabad	subhash.iitr83@gmail.com
Ms. Suresh Devi, Dy. General Manager (IT & BB), ALTTC, Ghaziabad	sureshdevi7009@gmail.com
Mr. Nitin Garg, Assistant General Manager, ALTTC, India	mail.garg77@gmail.com

EVALUATION

The assessment of the participants shall be based on the time spent on the training and the following parameters:

Evaluation Parameter	Weightage
Quizzes and Presentations	60%
Attendance	10%
Participation	30%

The minimum passing requirement for certificate is 60%

TRAINING SCHEDULE AND CONTENTS / AGENDA

(Updated information will be available at <http://www.itu.int/itu-d/asp> or <https://academy.itu.int>)

27 th May 2019 (Monday)		
Session #	Topic	Speaker/Organization
Session 1	Registration, Welcome and Keynote address	ALTTC
Session 2	Introduction to the Information Security Management System and ISMS standards	ALTTC
Session 3	Overview of the requirements of ISO 27001	ALTTC
Session 4	Planning Phase (Scope, Roles and Responsibilities in ISMS)	ALTTC
28 th May 2019 (Tuesday)		
Session 1	Risk Management (Risk, Opportunities and Identification)	ALTTC
Session 2	Information security risk assessment – Risk analysis and evaluation	ALTTC
Session 3	Risk Treatment Plan	ALTTC
Session 4	Risk Assessment Review	ALTTC
29 th May 2019 (Wednesday)		
Session 1	Quiz #1	ALTTC
Session 3	Field Visit	ALTTC
30 th May 2019 (Thursday)		
Session #	Topic	Speaker/Organization
Session 1	Internal Audit, Management Review	ALTTC
Session 2	ANNEX A – CONTROL OBJECTIVES AND CONTROLS (Part 1)	ALTTC
Session 3	ANNEX A – CONTROL OBJECTIVES AND CONTROLS (Part 2)	ALTTC
Session 4	Requirements of ISO 27001	ALTTC
31 th May 2019 (Friday)		
Session 1	Audit findings, Non Conformities, Observation	ALTTC
Session 2	Business Continuity Management	ALTTC
Session 3	Use Cases	ALTTC
Session 4	Validation, and Feedback	ALTTC

METHODOLOGY

The face-to-face program will include

- Instructor-led presentations
- Case Studies
- Group Exercises
- Assignments and Quizzes

COURSE COORDINATION

<p>Institute Head: Mr. MK Seth Chief General Manager ALTTC, Raj Nagar, Ghaziabad, UP, INDIA - 201002 cgm_alttc@bsnl.co.in (Email) +91 120 2755121 (Works)</p> <p>Institute Coordinator: Mr. Subhash Chand Principal General Manager ALTTC, Raj Nagar, Ghaziabad, UP, INDIA - 201002 subhash.iitr83@gmail.com (Email) +91 120 2755122 (Works) +91 9868202123 (Mobile)</p>	<p>Training coordinators: Ms. Suresh Devi DGM (IT) ALTTC, Raj Nagar, Ghaziabad, UP, INDIA -201002 sureshdevi7009@gmail.com (Email) +91 9412739242(Mobile)</p> <p>Mr. Nitin Garg AGM (IT) ALTTC, Raj Nagar, Ghaziabad, UP, INDIA -201002 mail.garg77@gmail.com +91 120 2755625 (Works) +91 9412000810 (Mobile)</p>	<p>ITU coordinator: Mr. Ashish Narayan Program Co-ordinator, ITU Regional Office for Asia-Pacific 5th Floor, Thailand Post Training Centre, 111 Moo3 Chaengwattana Road,Laksi Bankok 10210,Thailand ashish.narayan@itu.int (Email) +66 257 500 55 (Works) +66 257 535 07 (Fax)</p>
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REGISTRATION AND PAYMENT

ITU Academy portal account

Registration and payment should be made online at the ITU Academy portal.

To be able to register for the course you **MUST** first create an account in the ITU Academy portal at the following address:

<https://academy.itu.int/index.php/user/register>.

Training registration

When you have an existing account or created a new account, you can register for the course online at the following link: <https://academy.itu.int/index.php/training-courses/full-catalogue/information-security-internal-audit>

You can also register by finding your desired course in our training catalogue <https://academy.itu.int/index.php/training-courses/full-catalogue>

Payment

1. On-line payment

A training fee of USD 275 per participant is applied for this training. Payments should be made via the online system using the link mentioned above for training registration <https://academy.itu.int/index.php/training-courses/full-catalogue/information-security-internal-audit>

2. Payment by bank transfer

Where it is not possible to make payment via the online system, select the option for offline payment to generate an invoice using the same link as above. Download the invoice to make a bank transfer to the ITU bank account shown below. Then send the proof of payment/copy of bank transfer slip and the invoice copy to Hcbmail@itu.int and copy the course coordinator.

All bank transaction fees must be borne by the payer. Failure to submit the above documents may result in the applicant not being registered for the training.

3. Group payment

Should you wish to pay for more than one participant using bank transfer and need one invoice for all of them, create an account as **Institutional Contact**. **Institutional Contacts** are users that represent an organization. Any student can request to be an institutional contact or to belong to any existing organization.

To do this, head to your profile page by clicking on the **“My account”** button in the user menu. At the bottom of this page you should see two buttons:

- a. If you want to **become an institutional contact**, click on the **“Apply to be an Institutional Contact”** button. This will redirect you to a small form that will ask for the organization name. After you fill the name of the organization you want to represent, click on **“continue”** and a request will be created. An ITU Academy manager will manually review this request and accept or deny it accordingly.
- b. If you want to **belong to an existing organization**, click on the **“Request to belong to an Institutional Contact”** button. This will redirect you to a small form that will ask you to select the organization you want to join from an organization list. After you select the correct organization, click on **“continue”**, a request will then be created. The Institutional Contact that represents that organization will manually accept or deny your request to join the organization.

ITU BANK ACCOUNT DETAILS:

Name and Address of Bank:	UBS Switzerland AG Case postale 2600, CH 1211 Geneva 2 Switzerland
Beneficiary:	Union Internationale des Télécommunications
Account number:	240-C8108252.2 (USD)
Swift:	UBSWCHZH80A
IBAN	CH54 0024 0240 C810 8252 2
Amount:	USD 275
Payment Reference:	CoE-ASP-19WS24229ASP-E-P.40593.1.04

4. Other method of payment

For local participants, who would like to pay in local currency, training fee of INR 19,580 (Tax Inclusive) can be made directly to the ALTTC bank account. The details are as follows:

ALTTC Bank Account Details

1. Name of Account Holder: AO Cash, BSNL ALTTC
2. Account Type: Current
3. Account no: 10888625814
4. Bank Name: State Bank of India, Main Branch, Ghaziabad, INDIA
IFSC code: SBIN0000642