



# Certified ISO-SEC Security Manager

Class: September 2024

September 1<sup>st</sup> 2024 to October 1<sup>st</sup> 2024.

Method: Online (Zoom or Telegram)

Badge Option: Yes

- Badge & Shipping Payment Date: September end, 2024
- Badge Delivery Directly from Switzerland: Approx. February 2024
- Badge and Shipping Fees: \$40 instead \$50.

## **Module 1 – Introduction to Security Management (Sept. 1, 2024: Zoom - Sept. 2, 2024: Telegram)**

- Definition, Roles and Responsibilities of a Security Manager
- Identifying and assessing risks & Risk mitigation strategies

## **Module 2 – Risk Assessment and Management (Sept. 3, 2024: Zoom - Sept. 4, 2024: Telegram)**

- Threat and vulnerability analysis
- Business continuity planning

## **Module 3 – Security Policies and Procedures (Sept. 5, 2024: Zoom - Sept. 6, 2024: Telegram)**

- Policy creation and documentation
- Understanding relevant laws and regulations

## **Module 4 – Electronic Security Management (Sept. 7, 2024: Zoom - Sept. 8, 2024: Telegram)**

- Access control systems
- CCTV systems
- Burglary & Fire Alarm Systems

## **Module 5 – IT Security Management (Sept. 9, 2024: Zoom - Sept. 10, 2024: Telegram)**

- Threats and vulnerabilities in cyberspace
- How Electronic, and Physical Security can influence IT Security

## **Module 6 – Personnel Security (Sept. 11, 2024: Zoom - Sept. 12, 2024: Telegram)**

- Developing training programs
- Conducting security awareness sessions

## **Module 7 – Emerging Security Technologies (Sept. 13, 2024: Zoom - Sept. 14, 2024: Telegram)**

- Latest advancements in security technology
- Implementing new technologies

## **Module 8 – Leadership and Management Skills (Sept. 14, 2024: Zoom - Sept. 15, 2024: Telegram)**

- Effective leadership in security management
- Team building and conflict resolution

## **Module 9 – Security Audits (Sept. 16, 2024: Zoom - Sept. 17, 2024: Telegram)**

- Conducting Internal and External Audits
- Audit Reporting and Follow Up

## Module 10 – Assignment

Starts: Sept. 18, 2024. Final Submission Date: Sept. 28, 2024.

Within 10 days, you should deliver a word file with the following:

1. Job Description of a Security Manager (full details)
2. Daily Duties of a Security Manager
3. The Security Manager, to who should report and who will report to him/her.
4. Research and describe, possible interoperations and collaboration between the Security Manager, IT Security Manager and Human Resources Manager.

## FINAL EXAMS

Starts: Sept. 19, 2024. Final Submission Date: Sept. 29, 2024.

### Certification:

- Upon 100% completion of the course, and if you receive a grade higher 65%, you will receive online a Certificate of Competence from ISO-SEC Switzerland.
- Passing grade is 51%. Those with 50% and lower, should get the exams again (up to 2 attempts, is free of charge).
- Those who didn't manage to pass again, they should contact Lead Facilitator, pay the 20% of the entire course and take the course again.
- Those with 51% up to 64% in the final exams, will receive a CERTIFICATE OF ATTENDANCE. From 65% and up will receive CERTIFICATE OF COMPETENCE.
- All those with success rate higher than 64%, will receive the general transcript of the course. If you want a personalise transcript, you should pay \$10. Those with success rate higher than 90%, will get a personalise transcript free of charge. Note: The personalised transcript, will note also the success rate of the applicant (not an option to not be noted. If you don't want, then get the general one, which is free of charge).

## CERTIFIED REGISTERED SECURITY MANAGER'S BADGE

- **Do you want our badge?** IF you received a Certificate of Competence, you can apply for our badge. To apply, you need to pay \$60 (registration fees, badge fees, transportation fees from Switzerland to your address). The amount can be reduced to \$50, in a case of more than 10 badge applicants in your country. In this case we can request and get a better price from the courier.
- **Do you have certified knowledge by ISO-SEC,** and/or more than 3 years experience in managerial position and you wish to get the precious ISO-SEC Security Manager's Badge? Pay and take our exams, pay the badge and shipping fees and get it. But be sure that you have time soonest you take the exams. You have to answer correctly at least the half questions, of the 200 questions you will get. You failed the exams? 50% of the exams fees will be deducted if you get the course.