

Security and Risk Management Module

Group 1 Meeting Minutes – Assignment 1

11th September 2022

Attendees : Jane Aldridge, Pearce Begley, Shailender Kudachi, Beatrice Muregi

Hi everyone,

Enclosed are the actions from our call today, please add any comments :

- 1) Incorporate Beatrice and Pearce's documents into the risk assessment (Action :Jane)
- 2) Send out a sample risk summary template to the team, and assign creating the templates (Action: Jane). Pearce and Beatrice to help with the risk summary template creation.
- 3) A draft of the final report will be sent out by the end of Friday for review, this will include all content and then over the weekend, Jane to summarise content to 1,100 words
- 4) It needs to be determined if a SAAS or on-premise solution is being proposed. The advantage of a SAAS solution is that the integration of the ERP and e-commerce system would be included. There is no customization with a SAAS solution though. The question is how much competitive advantage would a customized e-commerce solution provide for the organisation.
- 5) Beatrice to include another use case for the proposed solution. This would be based on the fact that to eliminate key person dependencies all employees should be able to do each others roles. It would be good to include this use case in the appendix (Action: Beatrice).
- 6) The next meeting will be at 11 am UK time on Saturday
- 7) Provide feedback on the proposed changes to the current and future state (Action: Shailender), before Saturdays meeting
- 8) It was agreed not to include Beatrice's Mitre risk analysis in the appendix, but to use it for the e-portfolio
- 9) The CVSS risk methodology needs to be completed so that we can include it for the e-portfolio. (Action: Shailender)

Many thanks

Jane

Next Meeting

The next meeting would be Sunday at 1 pm UK time