RUBIQ Business Resilience Solution

Helping organisations navigate crisis' and boost business resilience

COVID-19 focussed offering





The Solution at a glance



Ensure Business Resilience through the COVID-19 pandemic and beyond with RUBIQ

COVID-19 is changing our world and the way we do business

The RUBIQ Business Resilience Solution will take you on a stepped and guided approach from

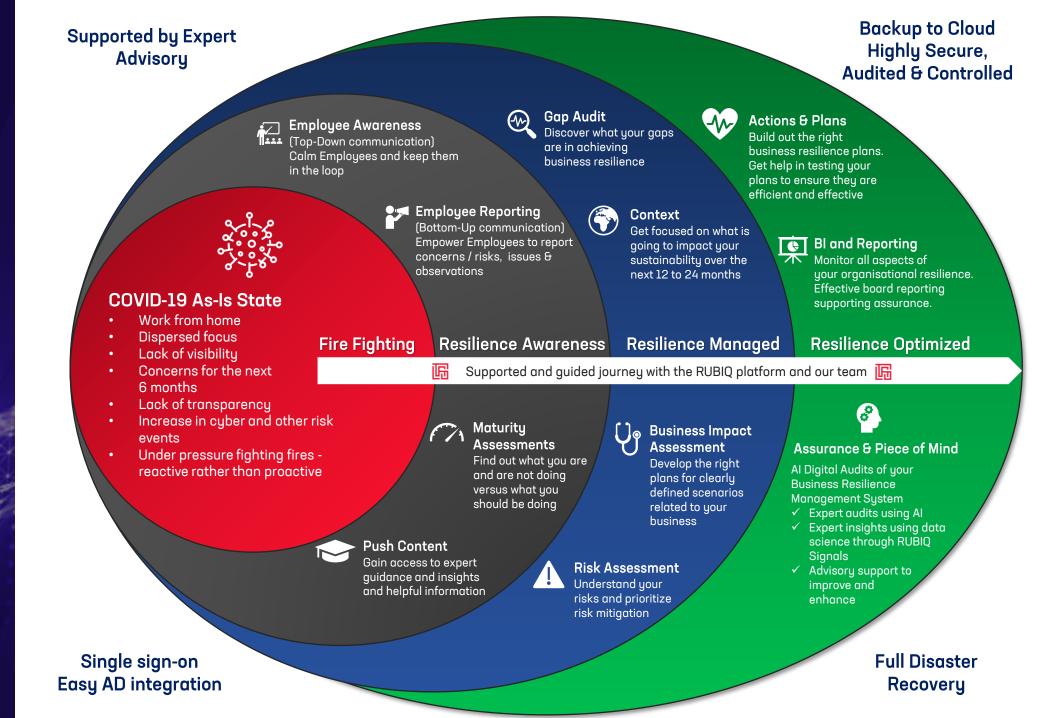
> Fire Fighting to Resilience Optimised

The RUBIQ platform in combination with our professional and experienced team and network of subject matter experts is here to assist organisations through this crisis and beyond to build out business resilience and sustainability.



Governance, Risk and Compliance solutions for a rapidly changing organisational landscape

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Ensure Business Resilience through the COVID-19 pandemic and beyond



COVID-19 is changing our world and the way we do business

Significantly enhance your business resilience and sustainability through RUBIQ by enabling:

High impact organisation wide communication in a form that ensures engagement and accountability (emails don't do the job anymore)

Reporting lines and data collection and classification

In-depth maturity assessment leading into a gap audit and remedial action plan process

Implement a business resumption plan

Implement robust risk management processes, controls and reporting



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RUBIQ is here to help

Our world has changed significantly over the past few weeks as the COVID-19 pandemic sinks it's teeth further and further into the health system, our economy and the way we manage and run our businesses.

Business leaders and business owners are faced with uncertainty and heightened levels of risk in their organisations. The resultant pressures of the pandemic come in many forms:

- · The workforce having to work from home
- Cuber threats
- Connectivity challenges
- Supply chain failures
- Drop in sales / issue collecting receivables
- Information privacy breaches

These and many other pressures threaten to significantly disrupt business and will result in many organisations failing.

It is in times like this that leadership and business resilience is truly tested.

As a Proudly South African Company and a truly entrepreneurial business we have been working hard to make available, to organisations of all shapes and sizes, the RUBIQ Business Resilience Solution at far reduced rates, for a 3 month period commencing 1 April 2020.

In order to properly service our clients we do need to incur a wide variety of expenses and in order to ensure our own sustainability we cannot offer our solution for free. If you would like to find out more about the solution and our special pricing please get in touch with us through our website or email us at:

info@rubigbiz.com

RUBIQ Business Resilience Solution

Workstream 1





Employee Awaren

[Top-Down communication]



Workstream 2



Gap Audit



Business Impact Assessment



Risk Assessment



Outcomes

FIND OUT WHERE YOU ARE NOW

Clear understanding of organisational maturity in relation to critical components of a robust approach to business resilience.

Informed and empowered employee base, armed with the latest COVID-19 knowledge. precautions and developments. Employees are informed and accountable on critical company policy - read, attest and monitor functionality.

Management decision making enhanced and empowered through reporting of issues and incidents by employees on the ground.

FIND OUT WHERE YOU WANT TO BE AND GET THERE

Through our guided approach your organisation will build out a fit-for-purpose plan.

Understand what could go wrong and where, how to manage it when it does and what your thresholds are. Proactively plan and manage for every eventuality.

Your not alone in this. Leverage off of our extensive experience with access to rich content, libraries and templates as well as access support through our projects team and subject matter expert network.



Business Resilience Managed Service Solution

² Solution breakdown



Workstream 1 Knowledge is Power

Empower your employees by placing the RUBIQ functionality on their phones or laptop.

Keep them informed Keep them accountable Keep them safe

Rapidly identify your business resilience state of maturity

Access a wide volume of relevant content and push it organisation wide



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Workstream 1 | Enable 2-way communication + push content + assess as-is maturity:

WHAT: WHY: HOW:



Employees need to be informed about what is happening out in the world as well as how your organisation is responding. They need to understand policy and process for things such as working at home or acceptable use of assets or working through a VPN.



A dispersed workforce needs the appropriate tools to report issues / concerns / incidents to management. Management needs a mechanism to receive, categorise, escalate, monitor and quickly remedy issues. Live and relevant data empowers management to act quickly and decisively and keep a finger on the pulse of the organisation right to the lowest levels.



How mature is your organisation when it comes to business resilience and the many critical areas within it? It's important to understand what you have in place and what is missing based on industry best practices and leading world standards. Do you even know where to begin?



Push Content

In order to implement and execute robust business resilience processes and controls you need to build out a significant volume of content - from awareness campaigns to guides to policies and procedures to action plans and scenarios.

RUBIQ Mobile App and Web Platform

- Rapid deployment to the full employee base or allocated groups, through their mobile phones
- Push awareness campaigns in the form of videos, PDFs, pictures, audio or links.
- Push them policy and monitor if they have read it
- Push them tests to ensure they understand relevant material
- Email and app notifications

RUBIQ Mobile App and Web Platform

- Employee can report and categorise issues / incidents / non-conformances / issues
- Reporting line and organisational structure based
- Email notifications
- · Extensive business intelligence for monitoring and reporting
- Link incidents and issues to risks and route causes to build out informed, relevant and up-to-date risk registers

Rapid on-line RUBIQ Maturity Assessments

Business Continuity | Operational Controls Approach | Process and Policy Compliance Risk | Communication | Leadership | Policy and Process | Information Privacy | Information Security | Cloud Readiness | Cyber Risk

- Rapidly deployed
- Detailed insights of what your gaps are and what you are doing well
- Enables a focused and prioritized approach to improving maturity

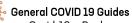
RUBIQ Management Platform Content

RUBIQ is not a blank canvas and comes with a significant volume of content built by industry experts and in-line with best practices.

- Extensive policy templates
- Employee awareness campaigns

All easily modified to fit your organisation

COVID-19 focused content (and we're adding new content all the time)



Data Privacy

- Covid-19 e-Book
- Covid19- FAO's
- Government Gazettes
- What can and cannot be done during the Nation-wide lockdown
- Door to door testing what you need to know

Privacy Security Guide

Privacy and Security Awareness



Relevant Policy Templates

- Remote work
- Business continuity management strategy
- Business resumption plan global pandemic
- Code of conduct
- Access management
- Reporting issues and incidents
- Privacy and security

With more in the works and to be released shortly



Fluxmans Podcasts

- Tough times No Work No Pay -Legal opinion and best guidance
- Hard time Business Closure Legal guide
- Rough Times Money Worries Dealing with bills and potentials of lost revenues / opportunities
- Contracts Cancellations & Confusions – Impact of Covid-19 what can you do?



Guidance written by our Subject Matter Expert Network

- Can the Consumer Act help you get a refund
- Advice to Directors and Boards of Directors of companies facing illiquidity as a result of the Coronavirus
- Rights of the Employer in the face of the Coronavirus
- COVID-19 & national shutdown 2020: Force majeure and the legal effect on commercial contracts
- Benefits available to employees arising from COVID-19

Workstream 2 **Robust Business Resilience**

Significantly enhance your business resilience maturity through a stepped approach

Each step is guided and rich with content

Implement comprehensive risk assessment and management

Monitor and report through extensive business intelligence capabilities



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Workstream 2 | Dig deeper into your gaps + execute business impact assessments + assess and manage risks:

WHAT: **Gap Audit Business Impact** Rating **Business Impact Assessment** Risk Assessment **Business Resilience Plan Testing** Through the above processes you will build out a robust business resilience plan. You'll test and refine it and put it into action. Achieve assurance over your organisations ability to weather the current and any coming storms. and Assurance

Understanding your organisations maturity and where the gaps are is only the first step - how do you fix them? What do you put in place? How do you prioritise the issues and tasks? How do you gauge severity? These are all important questions

WHY:

Unfortunately there is no one-size-fits-all approach to business resilience. Business resumption plans and business resilience processes and controls need to be designed based on the context of your organisation. By clearly determining the context of your organisation, you will be empowered to effectively determine your risk exposures, critical activities and processes.

Where would the biggest impacts be felt within your organisation under various scenarios? Where are the key dependencies? How will sales, operations, finance, people, leadership, processes, IT be impacted if things go wrong and what will the extent of the impact

Understanding the context of your organisation, it's goals and objectives and critical activities and dependencies allows you to critically evaluate the risks which threaten them and ultimately organisational success. Risk management is one of the most critical activities within any organisation and requires the right approach, tools, knowledge and effort.

RUBIO Gap Audit

The gap audit takes you through a guided approach as if you were brining in external experienced advisors:

HOW:

- What have you got in place
- What is required per best practice and global standards
- What corrective or remedial actions are required
- Build out a robust corrective / remedial action plan

RUBIQ BIR Assessment

Assess the context of your organisation across the various key components of business resilience. RUBIQ takes you through a detailed yet easy to understand assessment. Each component of organisational context has been reconstructed into a prompting question that guides you towards an accurate definition of your organisations scope and key aspects from a business resilience point of view.

RUBIO BIA Assessment

The BIA will assist you in mapping out all your businesses operations / processes and activities. Activities are then impact evaluated to determine the impacts on the business if those activities could no longer be performed. This cycle quickly highlights which activities within your business are absolutely critical compared with those that would not have a large impact. This is a guided approach.

RUBIQ Risk Management

The RUBIQ risk management approach is built on the foundations of ISO 31000. RUBIQ will guide you to identify the risks, apply ownership and accountability, link them to objectives and controls, determine likelihood and impact, put in place the appropriate risk mitigation processes, controls and policies, set thresholds and then monitor and report on them. RUBIQ has extensive risk and causal libraries and frameworks covering multiple industries and organisation verticals.

Rich content across Workstream 2 with the RUBIQ Management Platform

RUBIQ has been designed in partnership with leading subject matter experts and based on over 100 years of combined experience in the governance, risk and compliance advisory space. The RUBIQ approach is to combine advisory, technology and content into one platform which effectively offers a managed service to clients across a breadth of industries and of any size. Across all aspects of the journey you will have access to our expert project management and advisory team to help quide you and answer your questions.

Implementing the RUBIQ business resilience solution, in our phased and supported approach, will give you access to a significant volume of rich content including:

- Template business resumption plan
- Extensive policy templates
- Risk and causal libraries

- Guides and narratives covering a wide selection of standards and legislation
- Awareness campaigns, including videos, blogs and podcasts
- Access to Subject Matter Experts through live chat

Issue & Crisis Management Quick Reporting and Business Resumption Plan (BRP) Accessibility within RUBIQ

- Instant Issue / Crisis Reporting through RUBIQ Mobile
- Immediate FYI Notification to IM Team Members
- Issue / Crisis Validation
 & Severity classifying
- Full Case Management with immediate BRP Access
- Statistical Dashboards,
 Trend Forecasting
 & Warning Trend Signals

Additional to Immediate Crisis Handling, RUBIQ caters for full BCP requirements, closely aligned to ISO 22301



Governance, Risk and Compliance solutions for a rapidly changing organisational landscape

1. Instant Issue / Crisis Reporting through RUBIQ Mobile







An issue or crisis event can be reported by anyone, anywhere through the use if the RUBIQ Mobile App.

It can be easily rated as a Crisis using the Severity Grading Indicators.





2. Immediate FYI Notification to IM Team Members

A recipient list can be created for FYI notifications on possible Crisis situations. Customised crisis level descriptions are defined by the company



3. Issue / Crisis Validation & Severity classifying

It is key to validate a potential crisis report. RUBIQ will automatically mark it as a crisis event based on the severity grading indicator. The validator can make use of Crisis Severity Classification Levels and each level will display the company defined descriptions from point 2. ensuring that events are accurately classified and necessary actions can take place.

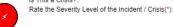










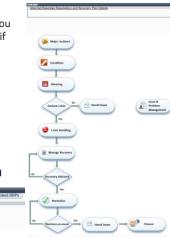


Orisis Situation
 Level 1 Situation
 Level 2 Situation
 Level 3 Situation

4. Full Case Management with immediate BRP Access

RUBIQ allows immediate access to all configured BRP's. The system will notify you of the status of the BRP so you are aware if it is unexercised or unapproved, but even part of a BRP is better than no BRP. Implementing a structured workflow approach to crisis management will aid in ensuring no steps are missed or actioned inappropriately and it encourages a controlled and organised approach to a stressful situation.

₩ RUBIQ



5. Statistical Dashboards, Trend Forecasting & Warning Trend Signals

Customisable dashboards can be created for collective viewing across the entire organisation. High risk issue / event types, ones with possibilities to lead to a crisis can be trend forecasted and tracked with configurable performance measuring signals, allowing you to be informed of possible crisis event before they even turn into a crisis!







Add-On Services All the bells and whistles

RUBIQ offers a significant breadth of additional functionality and solutions.

We have also partnered with some amazing South African experts and organisations to offer solutions which perfectly compliment what we are seeking to achieve with RUBIQ in the Governance, Risk and Compliance arena



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Sample of add-on services / solutions available

RUBIQ Management Platform

- Policy and Procedure
- Business Continuity Management
- Risk Management
- Audit

- Performance Management
- Incident and Issue Management
- Business Intelligence
- Legal Registers

RUBIQ AI Auditor

- In partnership with a leading South African AI company we have designed RUBIQ models to effectively audit IT controls and policy and procedure as if a human auditor were carrying it out.
- We are also able to offer internal expert modelling, meaning we can digitalise one of your own experts to carry out mundane and time-consuming transaction level activities such as classifications, identifying potential route causes, risk linking and recommended actions think health and safety incidents or fraud and forensics.

RUBIQ Alignment, Certification and Attestation Readiness Programmes

- Information Privacy (PoPIA and GDPR)
- Information Security (ISO 27001)
- Public Sector Compliance (PFMA and MFMA)
- Enterprise Governance, Risk and Compliance
- Directors Duties

Full advisory services

• We offer full advisory services, delivered utilising the RUBIQ platform, and cover key GRC verticals such as Enterprise GRC, Cyber Risk, Cloud Readiness, IT Risks and Governance, Information Privacy, Information Security, People GRC, Public Sector Compliance, Liquidity Review and Cashflow Forecasting.

Vulnerability and Threat Assessments

- Network Discovery
- Anomaly Detection
- Vulnerability Analysis
- Risk Identification / Evaluation

Contact us for a full list of RUBIQ functionality, modules, contents, tools and services

Business Continuity Management

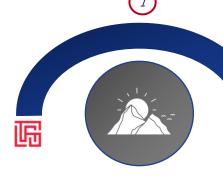
Detailed Journey





RUBIQ offers an end to end Business Continuity Management Suite. Steps 1 – 5 depict the activities necessary for complete continuity readiness, making your business more prepared and resilient when exposed to crisis situations.

Business Impact Rating (BIR)



Defining your BCM Scope

Assessing the context of your

Risk Assessment



Evaluation your BCM Risks & effected Objectives, Operations, Vendors and more

organisation across the scope of BCM,
is a crucial step in accurately
determining your continuity
parameters & within larger
organisation this stage will more easily
identify key sites where continuity
requirements are critical vs those that
don't have a full BCM need.

An ISO 31000 aligned risk evaluation,
aids in effectively determining
possible BCM scenarios through risk
identification. By associating risks to
effected content, one can determine
a more accurate evaluation of impact
to the business.

Business Impact Rating (BIA)



Know what activities may be critical to your business & the impacts if they can't be performed

How can you ensure business resilience and continuity, if you don't know which activities are critical? Through the BIA activities are impact assessed, associated with all their dependant systems & risk evaluated to clearly depict those that are critical.

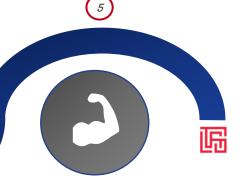
Business Continuity Plan (BCP)



It's all in the Planning

Your entire Business Continuity Plan can be documented through a step by step feature within RUBIQ. Each section will ensure that no content is missed, encouraging thoroughly detailed planning for all possible crisis scenarios. (Immediate Contacts, Sites, IM Teams, Vendors, Resources Required, IT Systems)

Business Resumption & Recovery Plan (BRP)



Everything needed to Resume business as quickly as possible & then Recover to a point of Business-As-Usual

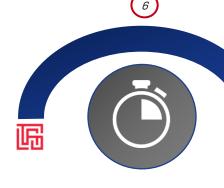
RUBIQ Combines the Resumption & Recovery plans into a structured activity workflow. Aiding toward better preparedness, with documented activities for each step, easily referencing content from the BCP and even constructing ready to use email communications.





Ensuring your business's readiness is viable, is crucial in ensuring effective continuity management. Steps 6 – 10 depict the necessity of practical drilling, not just a table top procedure and how this leads to the capable handling of issue / crisis situations, should they arise.

BRP Exercising / Drills



Realistic Exercising and Drilling

RUBIQ Motivates an 'as realistic as possible'

approach to exercising & drilling the BRP's.

Exercises/Drills are scheduled directly within

the tool, all participants are automatically

notified of the scheduled exercise and will

be reminded on the day of the exercise, this

includes any third parties (clients, vendors).

RUBIQ auto reports an simulation crisis

where all crisis actions can then be drilled.

BRP Approval



BRP Approval can only take place on a successfully exercised BRP

All BRP's have an auto assigned status, with the final status of Approved. Only successfully exercised BRP's can be sent for approval. A BRP's status is raised when it is invoked on an issue / crisis report (unexercised, unreviewed, approved).

Issue / Crisis Reporting & instant IM Team Notification



Easy Reporting capability and immediate FYI notification

Potential Issue / Crisis events can be easily reported through any platform & from any location with internet connectivity.

A pre-determined list of Crisis Recipients will receive initial FYI

notification of a Potential Issue / Crisis.

Issue / Crisis Validation

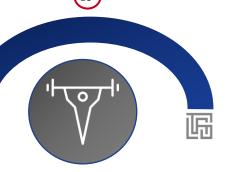




Before unnecessary action is taken validate a potential issue / crisis

An important step to ensure there are no false alarms. At this point only the initial Crisis Recipients & the designated validator are informed so that the correct routings can be established to trigger the succeeding notifications.

Issue / Crisis Resolution through BRP Access



Invoke the most accurate BRP to Resume business as quickly as possible & then Recover to a point of Business-As-Usual

Get direct access to your combined Resumption & Recovery plans and the structured activity workflow. Work systematically through each documented activity, issuing the ready to use email communications or trigger adhoc email comms when needed.





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