



QUICK QUOTE

INFORMATION ASSET OWNER TRAINING

The Cabinet Office on behalf of the Office of Cyber Security and Information Assurance (OCSIA) seek quotes for the provision of training for Isle of Man Government Information Asset Owners. Initially we seek provision of two one day courses.

The training provided needs to incorporate the following:

Recognised qualifications and expertise in the field of data protection and information management.

- Experience and credentials in successfully delivering training on Information management.
- Outline of how the training course would be delivered and how the following topics would be approached:
 - What is an information asset?
 - What is the role of an information asset owner?
 - How to develop and maintain an information asset register?
 - How to conduct an information asset audit?
 - How does the role of an information asset owner support the Senior Information Risk Owner (SIRO) and Data Protection Officer (DPO)?
 - How does the Information Asset Owner ensure suitable controls, utilisation, access and transfer of data is managed?
- Provide a suggested agenda for a day's course.
- Examples of how practical exercises, templates and checklists would be included.
- Confirmation of what materials, if any, the attendees would be able to take with them at the end of the course.
- Maximum number of attendees that could be included in any training session provided.
- Ability to deliver the training course at the Isle of Man Government training centre, previous experience of delivering similar training to public sector organisations.

Should you wish to participate in any of these competitive exercises advertised please register your organisation on the Isle of Man Government's Procurement Portal at the following website <https://in-tendhost.co.uk/iomg.aspx/Home>

Please select 'Register' from the menu on the left side of the Home Page. Once you have registered your organisation you should select any one of the three Quotes from the list of 'Current Tenders' and 'View Details' then click 'Express an Interest' at the bottom of the page.



Isle of Man
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Once you have expressed an interest a new tab called 'Quote Documents' will become available where you can download all the necessary response form for completion of your responses.

Should you have any difficulty in using the website or registering your interest in this way, please e-mail procurement@gov.im

The closing date for submission deadline for quotations is 17.00 on Wednesday 12th June 2019.