# Remote Work Assessment Services

The COVID-19 pandemic forced many businesses to move very quickly to a remote work environment. In order to survive, the focus was on providing employees with the technical capabilities to work from home, but not necessarily on the best practices and protocols for preventing risk. Our telework transformation services examine several of the key areas around remote work and provides you with a plan on how to minimize the risks associated with each. Our risk advisory team subject matter experts can help analyze and assess the myriad of risks resulting from the technology challenges of virtual environments, data security and cyber threats, compliance and business continuity and more. During these tough times, let blum serve as your partner and customize our telework transformation services to meet your organization's most pressing needs.

What Type of Remote Work Risks Are There?
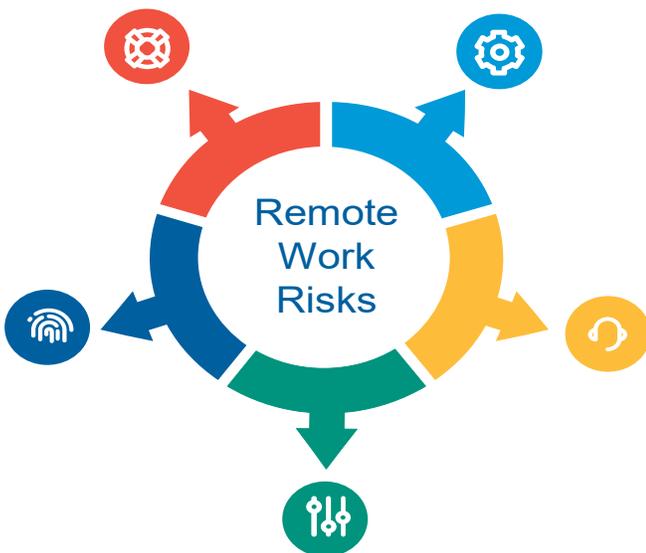
Business Continuity
- Business Continuity & Resiliency
- Process & Responsibilities

Bringing the Office to Your Employees
- Virtualization
- File Storage & Document Management
- Managed Services

Processes and Procedures
- Teleworking Procedures & Policies
- Teleworker Productivity Monitoring
- Human Resources

Protecting Your Organization
- Security – Monitoring, Phishing, Training
- Communications & Conferencing

Managing Compliance and 3rd Parties
- Vendor/3rd Party Risk
- Compliance & Regulatory
- Privacy

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What Areas are in a Remote Work Assessment?

BRINGING THE OFFICE TO YOUR EMPLOYEES

Virtualization: Without proper measures in place, remote work can up open your organization to an unstable, insecure environment that can be prone to data loss. Our team will evaluate the security that controls your virtual environment and identify processes and procedures regarding infrastructure, devices, endpoints, applications and data, and identity access management.

File Storage: During times of remote work it is vital to make sure that your information and data is not accessed by unauthorized individuals. Let our team assess your remote connection controls and examine your processes surrounding data storage setup and configuration.

IT Managed Services: While working with 3rd party vendors might seem like an easy solution, making sure they are providing the contracted services while your employees are remote is key. We will assess the remote security processes and software and determine the adequacy of the patching and anti-virus for all identified endpoints that connect to corporate data.

PROCESSES & PROCEDURES

Telework Procedures and Policies: Given the COVID-19 pandemic, significant time will be spent both now and in the future teleworking. Ensure that your organization has documented policies, procedures and protocols that all employees (and vendors as required) follow to limit the exposure to outside attackers and security breaches.

Productivity Monitoring: Finding a balance between managing and micromanaging productivity is one of the biggest challenges for businesses during remote work. Our team will review management protocols and strategies for remote employees and help identify key performance metrics and accountability measures.

Human Resources: At blum, our HR advisory team applies the idea of seven stages of an employee lifecycle. From attracting and retaining talent to developing and offboarding employees, it is important to ensure compliance with laws and regulations and employee needs are met throughout their lifecycle with your organization.

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What Makes Up Telework Transformation?

BUSINESS CONTINUITY

Business Continuity and Resiliency: Not having a robust and tested business continuity plan in place can significantly impact your business during times of shutdown or remote work. Let blum partner with your organization to assess your current plans and assist with implementing a new plan based off best practices.

Processes: Have you ensured that your processes and controls are able to be performed in a remote environment? We will perform a segregation of duties evaluation and document and evaluate changes to key processes, particularly around the controls and processes for significant transactions.

PROTECTING YOUR ORGANIZATION

Communications & Conferencing: Making sure your employees are able to communicate and share information safely can be a challenge. Our team will work to ensure that your organization has the right processes in place surrounding communications and procedures for sharing critical information.

Security: While cyber security should always be on your mind, it is of the utmost importance when teleworking. Setting up the right security protocols that can be monitored and assessed on an ongoing basis is essential for a successful work at home program.

MANAGING COMPLIANCE AND 3RD PARTIES

Compliance: Ensure that your organization is being compliant during teleworking. We will help to identify regulations to comply with based on your information, data and industry, assess the impact of working remotely on these areas, and then document changes to procedures and processes due to remote working.

Vendor and 3rd Party Management: As organizations continue to work with an increased number of vendors and third-party solutions, it is important to make sure these outside vendors are doing their part to keep your information and data secure. We will work to ensure that your vendors are using the top security standards and best practices to keep your data secure.

To learn more about how blum's Risk Advisory team can help your organization, please contact Francis Nemia at fnemia@blumshapiro.com or 617.658.5224

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