



Risk Matrix Enterprise Edition™

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(RiskMatrix Enterprise Edition) was derived from the guiding principles surrounding Corporate Governance and Best Practice. For any company to create a sound Risk Management Process or Business Continuity Plan all the business risks and dependencies need to be detailed and understood. Through this process, a true risk picture can be determined. From this, future plans and various scenarios, both business change and disaster, can be derived and tested. Risk management is about change management, those that are planned or those caused through an accident or natural disaster.

The BSI (British Standards Institute) with the BCI (Business Continuity Institute) has recently produced a Best Practice Guide covering Business Continuity called PAS 56. With this guide the BCI has developed an interactive Excel spreadsheet which enables an organization to benchmark against the BSI PAS 56. This tool is available free of charge and can be downloaded from the following link <http://www.thebci.org/PAS56.html>. Our solutions comply with PAS 56 and assist organizations in reaching the levels detailed in this guide. How compliant are you today?

RiskMatrix™ Enterprise Edition is simple and easy to learn as it is based on the same user-friendly principles as **Windows™** technology. The simplicity of this design approach erases the complexities of plan creation and brings the main objective clearly and quickly into focus; in a familiar way. Clear navigation routes through the application release powerful features that enable you to create plans tailored to your own organization and situation. As you work your way through **RiskMatrix Enterprise Edition™** for the first time, you are also producing the backbone of your plan. You build, as you learn as you create; so there is no wastage of time or effort.

RiskMatrix™ Enterprise Edition looks and feels like a desk top application. The processes and methodology within **RiskMatrix™ Enterprise Edition** enable you to complete the required tasks at a pace reflecting the available resources within the business. With clear centralized controls the use of the application is easy to monitor and oversee.

In summary RiskMatrix™ Enterprise Edition provides:

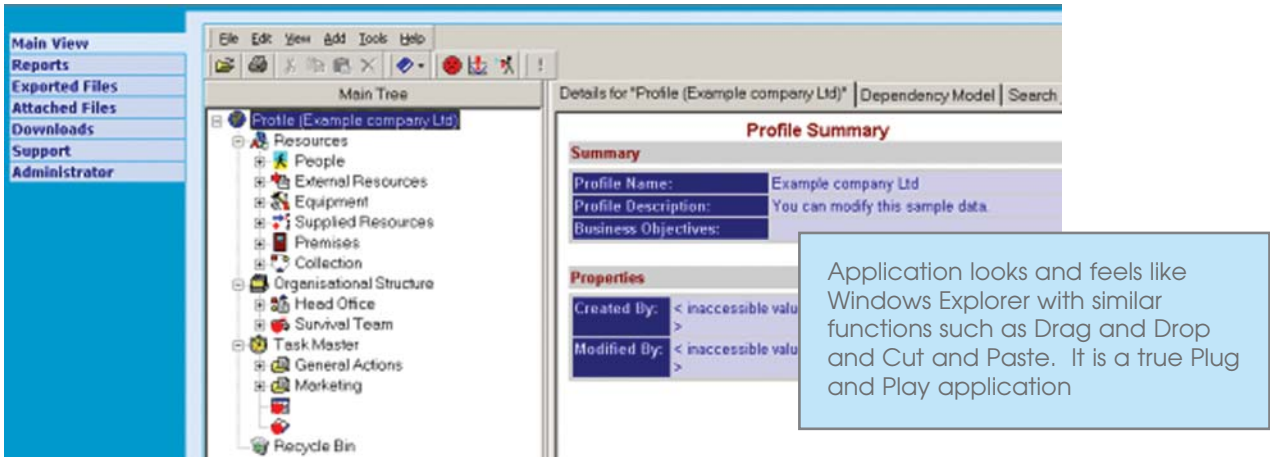
- A complete framework for the implementation and management of organizations risks, covering operational, resource and dependency risk areas.
- Uses Windows technology so easy to use and understand.
- Help Facility provides comprehensive guides.
- Process starts with Senior Management buy-in of the process and the understanding of the risk appetite of the business.
- Process then cascades down through the key business areas and people.
- Validates your ongoing change management activities and risk assessments.
- Clear risk reporting, with high-level summary matched to all relevant details.
- Change management validation process, for the ongoing testing and evaluation of all company changes.

RiskMatrix Enterprise Edition is the market leading browser based offering from Ark First Ltd.

The functional purpose of RiskMatrix Enterprise Edition is to lower the cost of ownership, and simplify access for customers whilst providing them with the most powerful, comprehensive application.

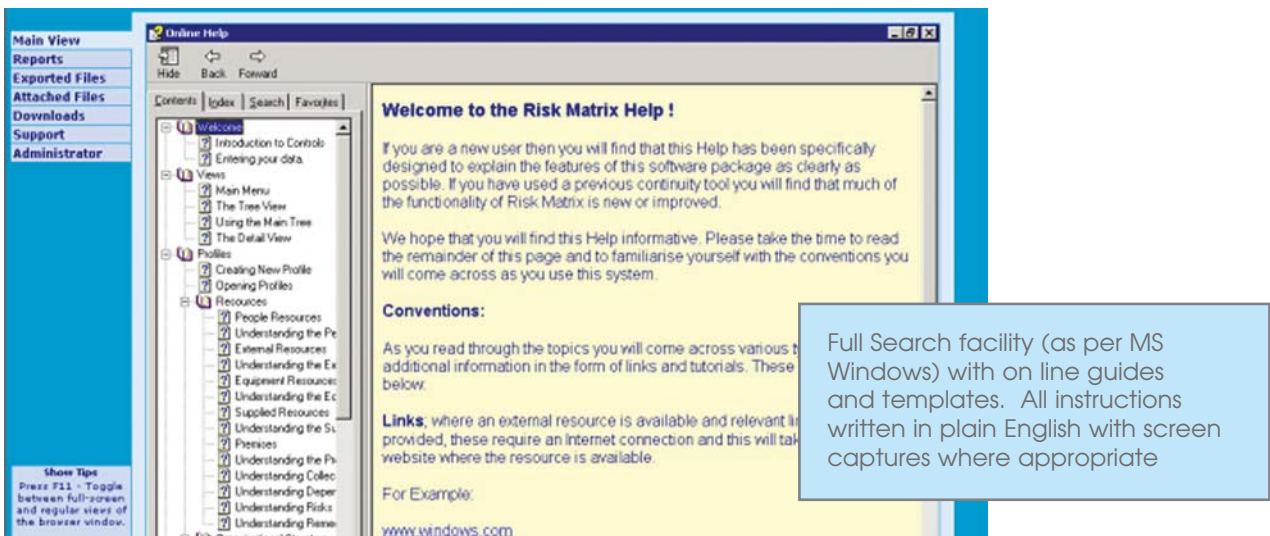
What will RiskMatrix Enterprise Edition deliver?

All users will be able to use the application with no specialist training as the application is very intuitive through the use of Windows technology.



Application looks and feels like Windows Explorer with similar functions such as Drag and Drop and Cut and Paste. It is a true Plug and Play application

A fully comprehensive online Help system is provided:



Full Search facility (as per MS Windows) with on line guides and templates. All instructions written in plain English with screen captures where appropriate

A Risk Analysis process to cover all aspects of the business, from buildings, IT and people, right through to processes.

The screenshot shows the 'People Resource' application window with the 'Risks' tab selected. It displays a list of risks, including 'Injury (Risk Factor 12)'. A callout box provides details for this risk:

- Risk Name:** Injury
- Risk Description:** The employee is injured exposing the organisation to a lost resource.
- Risk Probability:** MEDIUM
- Risk Severity:** HIGH
- Restoration Timescale:** 10, 0, 0

Buttons for 'Add New Risk', 'Delete Risk', 'Add Remedial', and 'Delete Remedial' are visible. A 'Properties' button is at the bottom left, and 'OK' and 'Cancel' buttons are at the bottom right.

Full Planning facility enable plans to be created on screen covering all aspects of the business together with a desk top test facility.

Application provides 'example events' to assist in the formation of the various plans. From the Sample Task Master area you can 'drag and drop' the various template sheets you need into the Plan Creation Function and then complete the specific details.

The screenshot shows the 'Sample Task Master' dependency model tree. The tree structure includes:

- Task Master Sample (Sample Company Ltd)
 - Introduction and Scope
 - Limitations
 - Responsibilities
 - Plan Initiation - Procedures
 - Call Tree Initiation - Procedures
 - Crisis Management Actions
 - General Actions
 - Evacuation actions and procedures
 - Evacuation of Premises (Internal)
 - Check premises fully evacuated
 - Roll Call
 - Evacuation of premises (External)
 - Check premises fully evacuated
 - Roll Call
 - Emergency services
 - Call Police
 - Call Fire Brigade
 - Call Ambulance
 - Generic Risks
 - Bomb threat
 - Initiate Evacuation Procedures
 - Detail Bomb Threat On Bomb Threat Form

A callout box explains: "Items from the Sample Task Master area are dropped into the Plan creation tree. These can be easily rearranged by moving in the tree. All relevant details against each action/task are either keyed in or imported from say a Word document."

Plans are displayed in RiskMatrix Enterprise Edition as a tree. These can be restructured, paste, cut and copied allowing great flexibility in their development and creation.

The screenshot shows the 'Main Tree' on the left, which is a hierarchical structure of plans and tasks. The 'Details for Call Ambulance-Survival Team' window on the right shows the 'General' tab with fields for Name, Type, Assigned To, and Predecessor. A callout box states: 'Items from the Sample Task Master area are dropped into the Plan creation tree. These can be easily rearranged by moving in the tree. All relevant details against each action/task are either keyed in or imported from say a Word document.'

Once a Plan has been created the Report Wizard enables any aspect or all of the plans to be printed if required.

The screenshot shows the 'Table of contents' for a report. The table lists sections and their corresponding section numbers. A callout box states: 'Report creation is a simple Point and Click process. Any items can be reported on.'

Section	Section No.
General Actions	
Head Office Plan 1	
1.1. Evacuation actions and procedures	1.1.
Emergency services	1.2.
Generic Risks	1.3.
Plan Initiation - Procedures	1.4.
Marketing	
Marketing Plan	
Liase with Survival Teams	
Develop marketing response to assist Business Continuity	
Update and report to the Survival Teams	
Introduction and Scope	1.1.

What other benefits apart from Business Continuity will RiskMatrix Enterprise Edition provide to my business?

1. Process Mapping for any element of the business
2. Risk analysis for any part of the business or operation
3. Business Planning, enabling the modeling and analysis of the business with new structures, formats and layouts.
4. Asset register.
5. Schematic of business activities with full dependencies.
6. Business Interruption, calculation of potential losses.
7. Risk Calculations.
8. Risk validation tool to assist with negotiations with Broker/Insurer illustrating values and degree of risks that need cover.
9. Automated diary test process for all critical elements of the business that have a backup and need testing regularly.
10. Centralized and secure repository for all critical documents that are held electronically.
11. Efficiency planning.

Web based Multi-user ASP application: RiskMatrix Enterprise Self Hosted or Remotely Hosted?

Factors to be considered to protect the interests of an organization in terms of their ongoing risk management and data strategy.
Which option?

RiskMatrix Enterprise Edition:

Users will require a browser that runs Active X Components. This is freely available.

Risk Matrix Enterprise Edition can be installed within your company's network or alternatively can be accessed from Ark First Servers over the internet.

Regardless of whether you choose Risk Matrix Enterprise as a LAN or Web based solution, some of the key benefits of the Risk Matrix Enterprise Edition application are:

- o Additional functionality over Risk Matrix Standard Edition covering reporting, change management processes and plan management.
- o No backup routines required as all handled by Ark First.*
- o Always have most up to date version constantly available.
- o Ease of deployment, no set up costs.
- o Almost zero administration.
- o No upgrade issues.
- o Guarantee of uniformed deployment.
- o Centralized management of facility.
- o No additional hardware requirements.*
- o No hardware upgrade or maintenance costs.*
- o RiskMatrix costs can be paid monthly (12 month minimum contract).
- o Citrix Metaframe compatible.

* refers to the web based solution.

Next steps:

For further information please contact Mr. Don Phillips on 0161 4866219 or alternatively please email us at Sales@ArkFirst.com