



Philippine Council for the Advancement of Association Executives
Technology Sector
in cooperation with

Save the Date!

e- Content Management Solution (ECM) for Associations

April 8, 2015* 9:30- 2:00 pm*
Marriott Hotel Manila



Topic: Electronic Content Management Solution for Associations (ECM)

Speaker: Rommel Andong

HP, Enterprise Services, Philippine Custom Application Development

PROGRAMME SCHEDULE

- 9:00-9:30.....Registration
- 9:30..... Welcome Message
- 9:40..... Session on e-Content Solution for Associations by Rommel Andong
- 10:40-10:50.....Q & A
- 10:50... Session on Information Security by Jane Barrido
- 11:50-12:00.....Q & A
- 12:00-12:20....Administrative Matters/ Announcements
- 12:20-1:20.....Lunch will be served

- PCAAE members in good standing (e.g., have paid their annual membership dues for 2015) get in **FREE OF CHARGE** but a **NO SHOW FEE** shall be charged in the amount of Php 1,400 net per person for those who confirm but do not attend. However, substitution is allowed.
- PCAAE members who will pay their annual membership dues for 2015 on the date of the event can also attend **FREE OF CHARGE**.
- Non-members and guests are welcome to attend but will pay an entrance fee of Php 1,400 net per person.
- PCAAE reserves the right to cancel or postpone the event if there are less than 30 confirmed registrants.



Information is the lifeblood of any organization. Taking advantage of this critical corporate asset through competent records management can enhance your organization’s ability to meet governance and regulatory compliance obligations, and improve business efficiency and staff productivity. ECM solution provides records management rigor to all business records, physical and electronic, regardless of source.

ECM solution simplifies the capture, lifetime management, security, and access to all your information--in business context. This enables authenticity, integrity, and reliability of corporate records. Fast and easy access to the right information at the right time reduces the financial, legal, and operational risk of legal discovery and improves user efficiencies and process optimization. The automatic application of security, retention, and disposition policies and rules mitigates risk and supports compliance. Retention rules can be applied across multiple jurisdictions so that the process of determining what records can be destroyed can be automated and run as a centrally controlled process.

Topic: Information Security is Everybody’s Business

Speaker: Jane Barrido

Managing Director, Bitshield Security Consulting, Inc.



As an effective association executive, you are in-charge of the important data of your association. Practicing good information security means not only employing case-by-case protection strategies, but normalizing several permanent strategies that easily fit your association and your everyday life.

The first step to practicing good information security is to be aware of the threats; second, is to be aware of your hardware and software vulnerabilities. Understanding how and why unauthorized access happens is the first step in learning how to protect yourself from it. The threats will change, with time – but so too will the technologies available to protect your association and yourself. So, it is important to understand information security in theory, and to always continue learning about its application in your association.

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