

COMPLIANCE BY DESIGN

REGULATORY CHANGE MANAGER



Regulatory Change Manager / Course Overview

REGULATORY CHANGE LIFECYCLE

Regulatory Change projects require a different approach.

The starting point is a complete set of requirements that need to be interpreted rather than discovered. The implementation date is known in advance.

Obtaining stakeholder buy-in through the Requirements and Impact Assessment phases is a pre-requisite for success during the Development, Quality Assurance and Release Management phases.



COURSE OVERVIEW

The Regulatory Change Manager training course teaches you the skills you need to implement a Regulatory Change project.

The course uses a Regulatory case study to examine each stage in the change lifecycle. It focuses on the activities required to setup and manage a project to co-ordinate Operations and Technology stakeholders with the objective of implementing changes to comply with regulatory obligations.

Course Objective

At the end of the course, you will have setup and managed through to completion each stage of the Regulatory Change lifecycle.

Your objectives include the establishment of a target release date, identification of the deliverables required to meet regulatory requirements, the establishment of structures to obtain feedback from multiple stakeholders and the co-ordination of the changes for all impacted processes.

The primary focus of the course is the development of the Project Management skills you will need to deliver the system changes in line to Regulatory requirements. The skills include:

- Stakeholder Identification and Feedback
- Requirement Definition
- User Stories
- Change Lifecycle status updates
- Release Management

Target Audience

The Regulatory Change Manager training course targets Finance and Technology Professionals who want to develop a Project Management skillset when working with Regulatory requirements.

It supports the development of skills for two key competencies¹:

- **Regulatory Compliance.** Develop, enforce, implement, and practice regulatory compliance activities to ensure compliance to legislative and regulatory requirements.

¹ (Source: [Skills Framework for Financial Services](#))



Flexible Delivery

The Regulatory Change Manager training course has been designed to offer flexible delivery.

Public Training Course

As a one-day public training course delivered by [PAT FinTech](#).

Self-directed Training Course

As an online self-directed training course supported by instructional videos with exercise feedback reviews.

Train the Trainer

For in-house training teams, as a train the trainer course supported by a Facilitators Guide and learning aids.

On site and Remote

The Regulatory Change Manager training course can be delivered on-site in a training room or remotely to meet flexible working requirements.

- **Technology Application.** Integrate technologies into business operations of the organisation to optimise efficiency and effectiveness of processes.

LEARNING OBJECTIVES

Stakeholder Analysis. Identify the Operations and Technology stakeholders that need to be involved in the project based on the proposed Regulatory changes.

Impact Assessment. Conduct a high-level assessment with the stakeholders to identify the impacted business processes.

Release Definition. Create a Release to define the overall project objective in line with the results of the impact assessment and the date prescribed for the Regulatory change.

Gap Analysis. Conduct a gap analysis to establish the system, job role and service provider changes to comply with the Regulatory requirements.

Requirement Definition. Create a Requirement to clearly define one of the changes identified in the gap analysis and link it to the Release.

User Stories. Create a Story that complies with the recognized approach for defining user story and link it to a requirement.

System Quality Assurance. Create status points for a Story, to ensure quality system deliverables aligned with the objectives of separate Development, Testing and Production system environments.

Requirement Quality Assurance. Create status points for a Requirement that promote a high level of adoption in line with recognized change management principles.

Status Updates. Update Stories and Requirements to reflect progress updates received from the project team.

Release Management. Update the Release to reflect the turnover of the system changes into the production environment and the implementation of the associated business changes.

SKILL TRANSFER

Regulatory Change Manager is a best practice training course. Candidates will complete a series of structured exercises on a cloud App that has been designed for businesses operating in regulated industries.

The skills acquired during the course can be applied on many Project Management Apps including Microsoft Project, Teams, and SharePoint.

To find out more, go to:

<http://www.fundelements.io/training>