Specification of Competency Standards
for the Information & Communications Technology Industry
Unit of Competency

Functional Area - Information Security

Title	Develop procedures to implement incident response plan
Code	111170L5
Range	This UoC involves designing the process to implement the incident response plan while minimising the impact on the organisation's operation
Level	5
Credit	3 （For Reference Only）
Competency	Performance Requirements 1. Understand incident response plans • Understand the processes and operations of the incident response unit • Aware of the potential scale of incidents and personnel that could potentially be involved • Understand the tasks that are needed to carry out to have the plan implemented • Understand the organisation's cyber security policies and assets/infrastructures that could be involved (e.g. Internet of Things, Cloud storage, networks etc.…) 2. Develop procedures and guidelines to implement incident response plan • Determine the responsibility of all associated personnel • Determine the scale of the tasks that needed to carry out • Decide the order of the tasks needed to carry out to minimise any interruption to the organisation's operation • Communicate with relevant departments to understand their needs such that the execution could be planned accordingly to minimise the impact on the organisation's operation • Ensure that tools and equipment needed for the implementation are all identified and have a plan to make them available for the tasks • If downtime of essential services are unavoidable, potential backup services should be considered 3. Exhibit professionalism • Comply with the organisation's guidelines and procedures as well as any (local and international) laws and regulatory requirements, if applicable
Assessment Criteria	The integrated requirements of this UoC is the ability to design the procedure to implement incident response plan such that impact on the organisation's operation could be minimised
Remark	