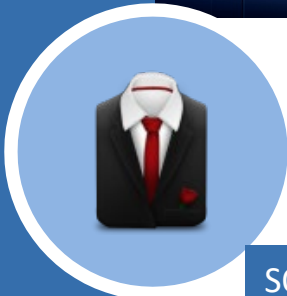# SONIK

INTERNAL CONTROL
AND RISK MANAGEMENT

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w w w . s o n o . c o m . t r

SONIK Internal Control and Risk Management Software is a member of SONO GRC family that provides corporations a way to effectively manage their strategic plans, processes, internal controls and risks conformed with COSO infrastructure.

- Integration with legacy systems
- Fully integrated with other SONO GRC modules
- Detailed reports
- Quality documentation
- Request and support management systems

- Process management conformed with COSO infrastructure
- Manage risks, controls and action plans related with processes
- Relate processes with departments, titles and specific personnel to define responsibility and ensure auditability
- Attach process cards to processes
- Detailed department, process, risk and personnel based reports

ADVANCED FEATURES

1. ORGANIZATIONAL MANAGEMENT
    1.1. Hiearchical organizatinal structure
    1.2. Department Supervisors
    1.3. Department groups
    1.4. Manage responsibilities of each department
    1.5. Manage titles
    1.6. Group titles for easy attachment to processes
    1.7. Manage responsibilities of each title
    1.8. Manage personnel
    1.9. Manage personnel and user roles
    1.10. Advanced infrastructure for customizable role based authorization
2. PROCESS MANAGEMENT
    2.1. Manage processes conformed with COSO infrastructure
    2.2. Group and list process activities
    2.3. Create and manage process flowcharts
    2.4. Sophisticated flowchart approval and revisioning infrastructure
3. RISK MANAGEMENT
    3.1. Manage process risks and residual risks
    3.2. Manage controls and action plans for risks
    3.3. Assign responsible departments to controls and action plans
    3.4. Advanced, customizable corporate risk model
4. REPORTING
    4.1. Detailed process eeports
    4.2. Process risk maps
    4.3. Department risk maps
    4.4. Strategic eisk maps
    4.5. Control reports
    4.6. Action plans
    4.7. Personnel based reports
    4.8. Department based reports
5. HELP AND SUPPORT
    5.1. Detailed user manual
    5.2. Video tutorials

SONIK
Internal Control and Risk Management Software

SOPHISTICATED AUTHORIZATION AND INTEGRATION

- ✓ Define and manage roles
- ✓ Integrate with legacy systems
- ✓ Fully integrated with other SONO GRC modules

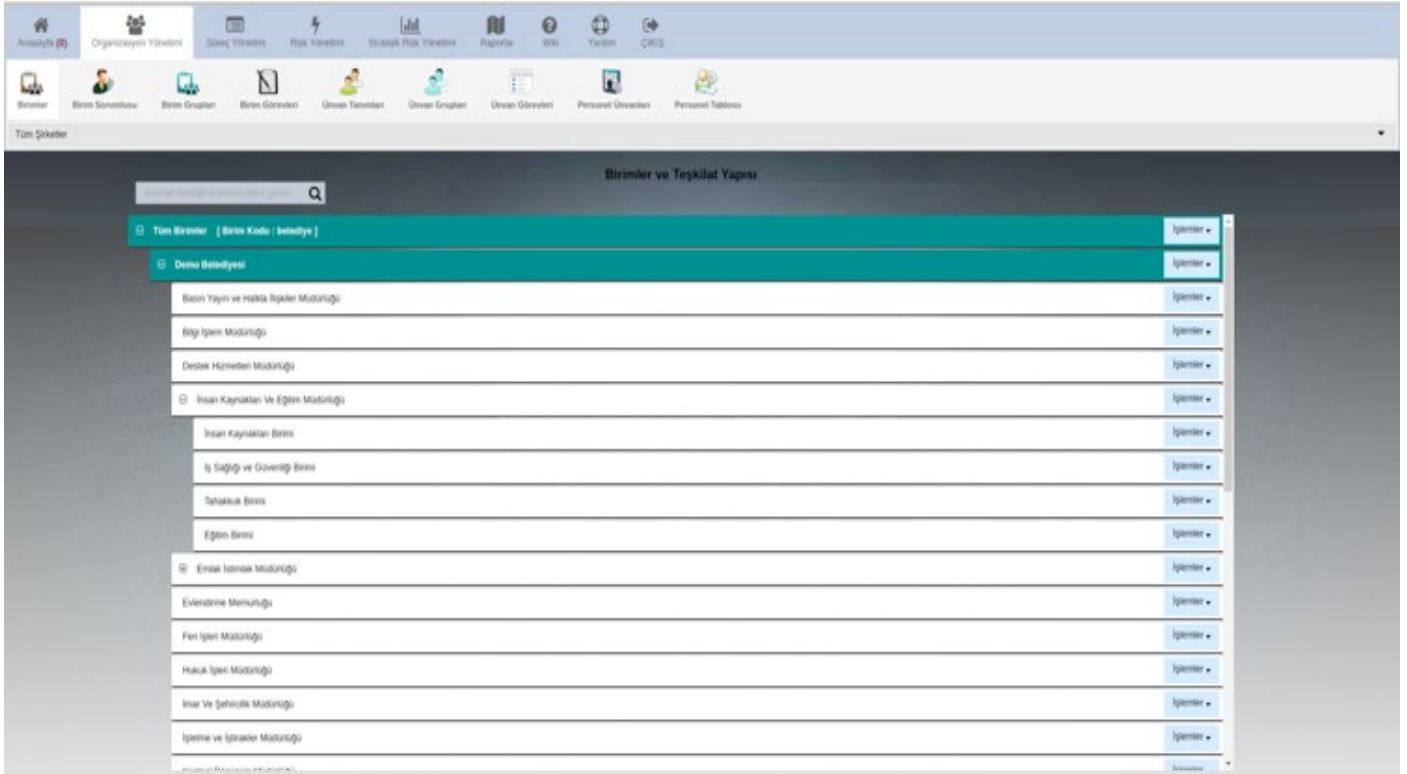## EFFICIENT AND EFFECTIVE INTERNAL CONTROL

- ✓ Process management
- ✓ Risk Management

ENSURE CONFORMANCE

- ✓ COSO Internal Control (2013)
- ✓ COSO Enterprise Risk Management Framework (2017)
- ✓ ISO 9001 (2015)
- ✓ ISO 31000 (2018)

SONIK
ORGANIZATIONAL MANAGEMENT

Organization Management

Manage organizational chart
(Department / Company / Enterprise level hierarchical definitions)

Integration with existing systems through LDAP and/or web services

Manage departments and their duties

Manage titles and their duties

Define department and title groups
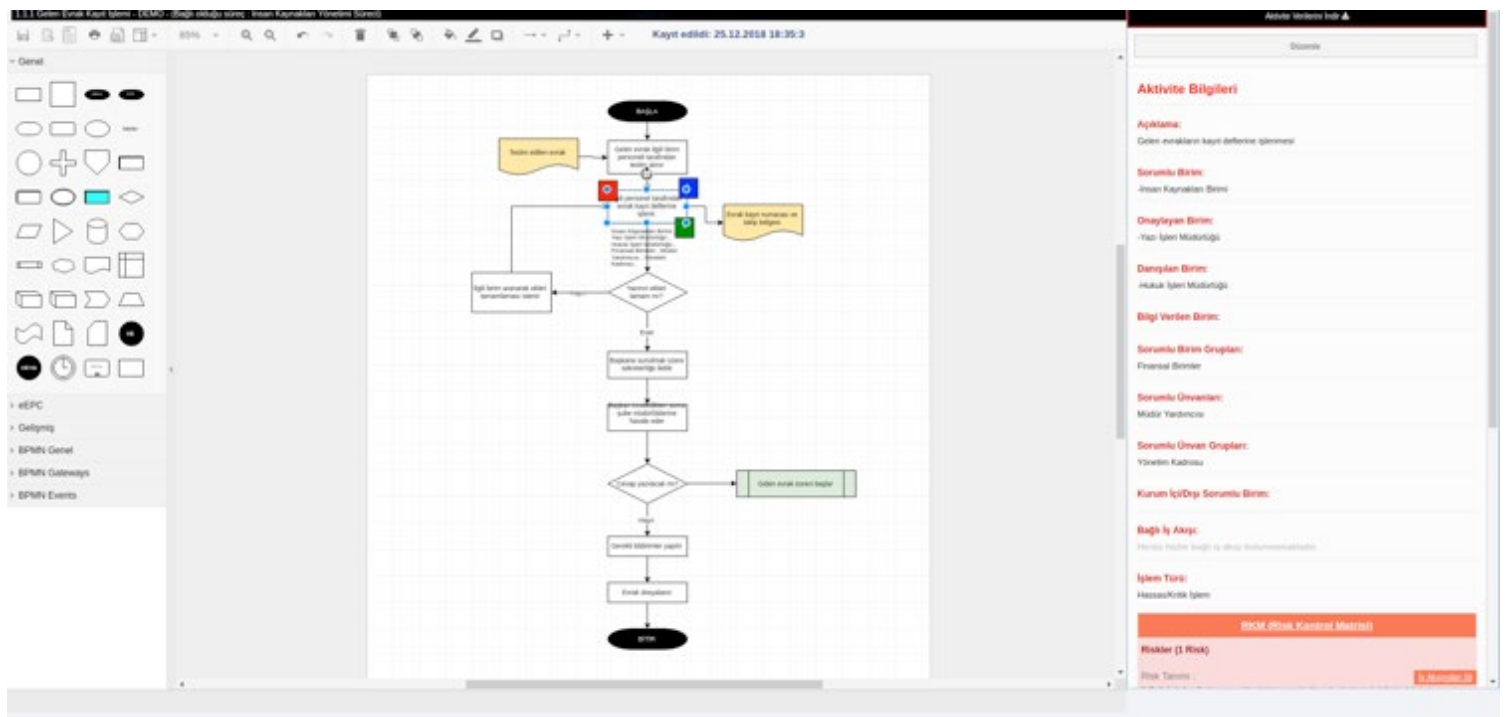
Manage personnel and users

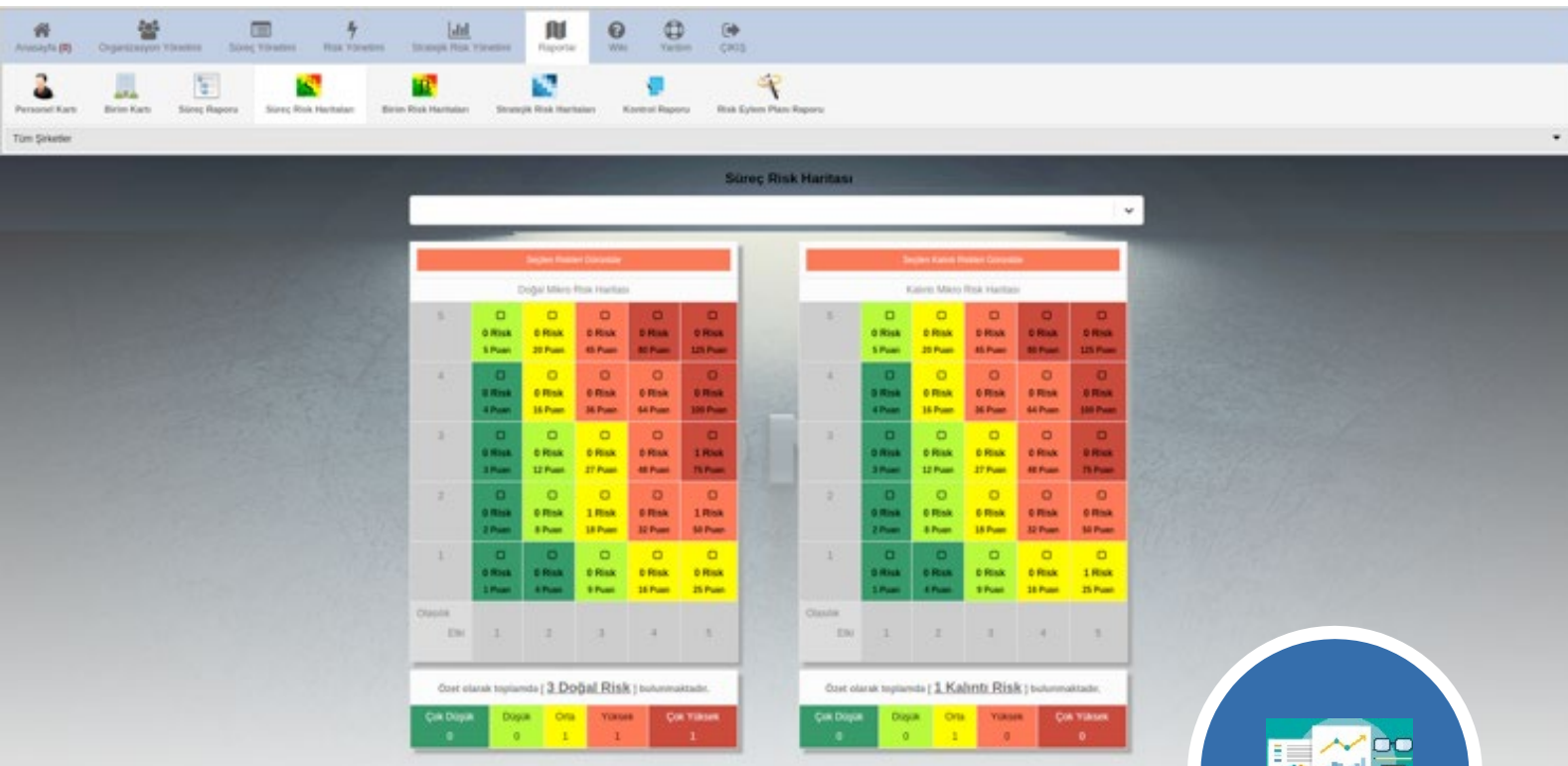Create custom fit roles for the organization

Process Management

- Ensure Conformance!
  - COSO Internal Control (2013)
  - ISO 9001:2015
- Up to 5 process levels
- Relate processes with risks, controls and action plans
- Assingn departments to control and action plans
- Advanced workflow editor

- Import workflows from Visio
- Manage activities
- Relate activities with risks, controls and action plans
- Upload files like meeting records and related regulations
- Relate uploaded files with workflow activities
- Manage process revisions

SONIK
RISK MANAGEMENT

RISK MANAGEMENT

- Ensure Conformance!
  - COSO Internal Control Framework (2013)
  - COSO Enterprise Risk Management Framework (2017)
  - ISO 30001 (2018)
- Manage process risks
- Manage risk affect/probability/level
- Manage residual risks
- Manage controls
- Risk action plans
- Manage risks on the basis of risk and titles

REPORTS

Detailed consolidated reports, easy export to Excel

Department Cards

Review all information related with a department by using department cards. Department's responsibilities, personnel, department groups, titles in the department, processes, risks, controls and action plans related with the department are all consolidated in the department card.

Personnel Cards

Personnel card combines all information related with the personnel. An employee's personel information, title, department, related processes, risks, controls and action plans are consolidated in the personnel card.

Control Report

All controls defined in the system are reported in detail including description, process, automation level, type, impact, likelihood, level and related departments,.

Risk Action Plan Report

All risk action plans are reported with their related process, risk, controls, responsible units, resources, type, start and end times.

Process Risk Maps

Process risk maps are generated automatically and can be exported to Excel when needed. Additionally, you can generate reports for specific levels.

Department Risk Maps

All risks related with a department are shown in department risk maps. The risk map can be exported to Excel. You can select and report risk maps for specific departments and levels.

Strategic Risk Maps

All strategic risks are reported in strategic risk maps, can be exported to Excel. You can create reports for specific levels.

DETAILED AUTHORIZATION

- ✓ Role-based authorization structure
- ✓ Extensive list of assignable permissions for possible actions within the system
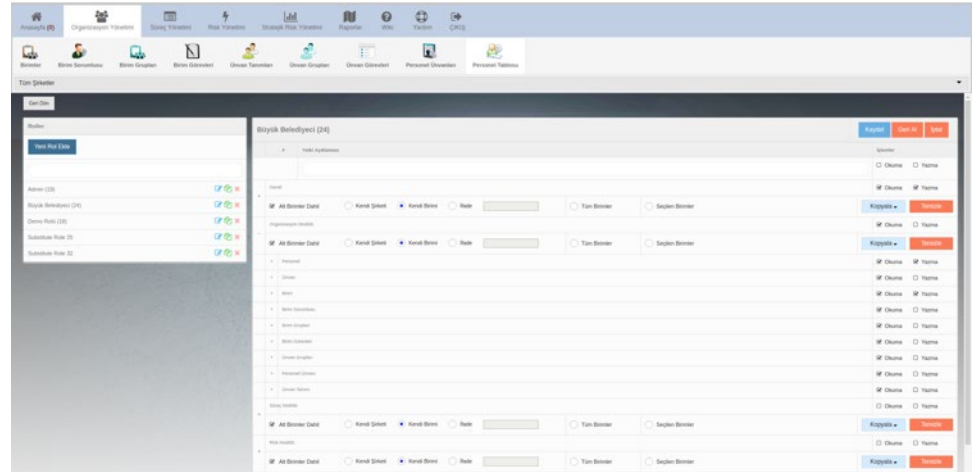- ✓ Restrict access to data based on department

EXTENSIVE ARCHIVING CAPABILITIES

- ✓ All changes are archived automatically
- ✓ Easy to restore record-based archives
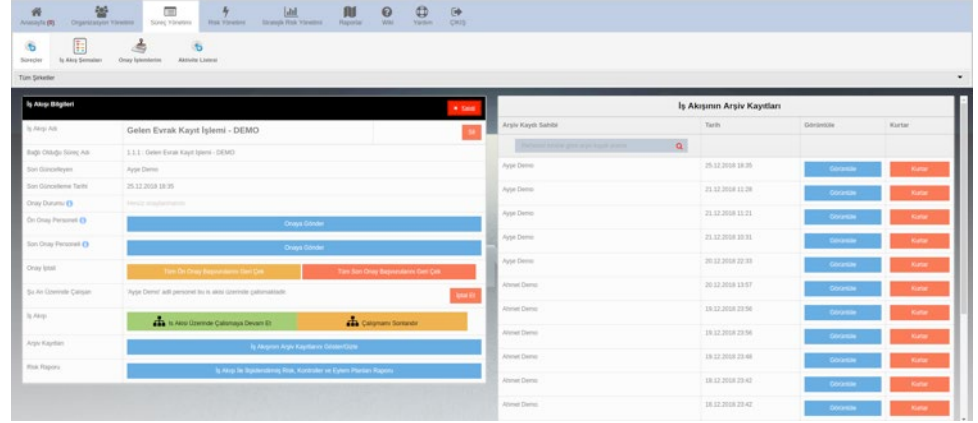
DETAILED LOG MANAGEMENT

- ✓ All operations performed in the system are logged with detail
- ✓ Logs can be viewed within the software

EXTENSIVE AUTHENTICATION, ARCHIVING AND LOG MANAGEMENT

Fully Integrated With Other SONO GRC Software

✓ SONIS

Fully Integrated With Strategic Management Software

- o Organizational chart, user and departments

- o Strategic area, goal and targets

- o Strategic risk and controls

✓ SONID

Fully Integrated with Internal Audit Software

- o Organizational chart, user and departments

- o Process, risk and controls

We're a part of your team!

HELP DESK SYSTEM

You can use our help desk system to easily send us any requests. We respond in time in accordance with the SLAs.

EXTENSIVE DOCUMENTATION

We provide you an extensive documentation and video tutorials about all of the operations in the system.

EXPERIENCED TEAM

As an experienced team in working with multi-national companies we see ourselves as a part of your organization, contributing by employing new technologies and innovations.

- ✓ High-quality and experienced team
- ✓ Working with new and robust technologies
- ✓ Secure and consistent systems
- ✓ Conformance with industry standards

SONiS STRATEGY SONiK CONTROL SONiD AUDIT