

# Call in for a Coffee – New Year’s Edition

## Introduction

Welcome to RSM's New Year 2006 edition of "Call in for a Coffee" Monthly Newsletter. We wish all our readers a Happy and Prosperous New Year of the Dog and thank you all for your ongoing support. This edition examines one of the "hottest topics" of recent times being IT and Security and we are grateful to Mr. Richard Burnett of Clarity Forms Co., Ltd. for supplying a clear and concise article covering this area.

We also include a copy of the recent International press release announcing the appointment of Jean Stephens as the RSM International New Chief Executive Officer.

## IT and Security

Most businesses have IT systems but a concerning aspect is the fact that many of them are insecure. Typical examples highlighting this include:- employees being able to access all files; insecure networks (particularly if using wireless) and a lack of protection from virus and spyware attack.

IT security primarily protects business data from theft or loss but can also be expanded to protect IT assets. Insecure areas, include password protection, easy access to server(s), theft of computers and information loss. Statistics on causes of data loss can be estimated as follows:-

- Hardware or System Malfunction – 44%
- Human error – 32%
- Software corruption or Program Malfunction – 14%
- Virus – 7%
- Natural Disaster – 3%

### Some other causes for data loss/infiltration:

- Company staff copying and distributing corporate information;
- Departing staff theft of data;
- Stolen machines;
- Outside hacker breaking a firewall and/or accessing passwords;
- Virus clearance; and,
- Hardware failure.

## Securing your IT

The following is a list of ways in which an IT System can be secured:-

- Patch management. Read security bulletins. Windows Software Update Services automates updates for both Windows OS and Applications.
- Antivirus, Spyware and AdWare software.
- Password policy - complex passwords changed frequently.
- Firewall the network.
- Securing Wireless LANs.
- Secure VPN.
- Physical security of machines.
- Saving all work up to a centralized server that is backed up.
- Use file synchronization for notebook user's data to a server. Use file encryption (built-in to windows) for protection in case of machine loss.
- Backup data regularly. Encrypt backups for added protection.
- Set screen-saver lock policy for inactivity periods.
- Use physical PC lock to secure access into PC insides.
- Prevent users from installing programs.
- Use of RAID-1 or RAID-5 disks to provide backup redundancy in case of disk failure.
- Use disk shadow copies, to take snap shot of a system at a point of time to provide an additional recovery margin.

## Advanced security

- Blank screen after 1 minute of inactivity.
- Use keycards / token card / finger print recognition for added authentication protection.
- Stop USB thumb drive usage.
- Use IPSec for securing data transmission. (for example e-mailed passwords are often sent across the network and internet completely insecurely).
- Install a stateful inspection firewall, that monitors the content of data as well as blocking out specific traffic completely.
- Security to prevent user deleting files. Only modify or create new.
- Keep hard copies of documents.
- Fire proof data center (servers).
- Take out insurance for computer damage or loss.

Richard Burnett, is Chairman of the BCCT ICT Committee and also Director of the IT Service and Solution company, Clarity Forms Co., Ltd. He can be reached on 02-689-6315 or [richard@clarityforms.com](mailto:richard@clarityforms.com)

## RSM News – PRESS RELEASE

### First Female Chief Executive Officer for a Top Ten International Accounting Network

RSM International, the world's sixth largest international accounting and consulting organisation has appointed Jean Stephens as its first female Chief Executive Officer.

Stephens will take up her five-year term as CEO from January 1, 2006. Previously Chief Operating Officer, she will focus on delivering a strategic plan to confirm RSM International as the provider of choice for internationally active growing organisations, and to achieve even greater geographic scope and size.

Stephens joined RSM in 1996 to help build the international practice and since then, RSM has increased in size by 75 percent.

RSM International Chairman Chris Connor stated: **"Based on the growth, momentum and high-quality affiliate relationships established during Jean's tenure with RSM International, she will do a superb job of implementing the organisation's strategy and ensuring, through our RSM regional councils, that we achieve the highest standards of performance throughout the world."**

Prior to joining RSM International in London, Stephens served as senior manager, audit, McGladrey & Pullen, and Managing Director in RSM McGladrey's Los Angeles, California office. She was formerly a partner in a regional accounting firm. Stephens is a Certified Public Accountant with a master's degree in business and finance from California State University and a bachelor's degree in business and accounting from the University of Redlands, Redlands, California. She was recently named Alumni of the Year by California State University, San Bernardino, in recognition of her significant professional accomplishments.

Stephens said: **"I am looking forward to taking up my new role and focusing on the practical delivery of RSM International's quality, value and personal service to internationally active growing organisations throughout the world. Our stringent affiliate qualification process, partnership approach to serving clients, high-level account execution and vast global network enable us to provide our clients with a truly exceptional service offering and value proposition."**

The organisation is looking to expand its current capabilities in India, China and Eastern Europe, as well as moving into Iran, Jordan, Malta and Israel. Following its recent moves into Vietnam, New Zealand, Belgium and Singapore and the continuous growth of its members around the world, it is growing at a rate of 18 percent annually,

RSM Thailand's Managing Partner Gareth Hughes stated **"We look forward to working closely with Jean in the exciting and prosperous times ahead and congratulate her on her well deserved elevation. We also wish Mr. Sabry Heikal the former CEO our best wishes in his new role with RSM McGladrey Pullen in the US and thank him for his past contribution"**.

With RSM member firm RSM McGladrey's recent acquisition of American Express' Tax and Business Services in the United States, and the resulting growth in its business base, Stephens believes that **RSM** has the potential to grow its global practice by 25 percent or more over the next two years.

After almost three and a half years leading the RSM Corporate Services Thai Division, **Stephen Darley** has departed to assume a new role. We wish him the very best for his future and thank him for his contribution and efforts in building the RSM Firm and Brand name in Thailand.

### About RSM International

Operating in more than 70 countries and bringing together the talents of over 23,000 individuals in over 600 offices, RSM International provides a full range of accounting and business advisory services to companies in their own markets and internationally. Its mission of providing quality service through high level thought, outstanding work and sound opinion, has resulted in annual billings approaching US \$2,500 million across the organization.

### RSM Thailand

RSM Thailand is a member office of RSM International, a leading worldwide professional services firm. The RSM Thailand service line leaders are:

[gareth.hughes@rsmnw.com](mailto:gareth.hughes@rsmnw.com) Corporate Advisory Services  
[mark.butters@rsmnw.com](mailto:mark.butters@rsmnw.com) Accounting and Tax  
[mike.holloway@rsmnw.com](mailto:mike.holloway@rsmnw.com) Recruitment Services  
[pardorn.suchiva@rsmnw.com](mailto:pardorn.suchiva@rsmnw.com) Business Service & Legal  
[prawit.wipusirikup@rsmnw.com](mailto:prawit.wipusirikup@rsmnw.com) Audit & Assurance  
[steven.herring@rsmnw.com](mailto:steven.herring@rsmnw.com) Tax Consulting Services  
[surachai.damnoenwong@rsmnw.com](mailto:surachai.damnoenwong@rsmnw.com) Audit & Assurance

### Contact Details

RSM Nelson Wheeler (Thailand) Limited

26th Floor, Sathorn City Tower,

175 South Sathorn Road,

Bangkok 10120, Thailand

Telephone: 66 (0) 2670-9002-6

Facsimile: 66 (0) 2670-9027-8

Website: [www.rsmnelsonwheeler.co.th](http://www.rsmnelsonwheeler.co.th)

Email Address: [askus.bangkok@rsmnw.com](mailto:askus.bangkok@rsmnw.com)

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Bangkok 10120, Thailand

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Website: [www.rsmnelsonwheeler.co.th](http://www.rsmnelsonwheeler.co.th)

Email Address: [askus.bangkok@rsmnw.com](mailto:askus.bangkok@rsmnw.com)