

LAPT

LONDON ACADEMY OF PROFESSIONAL TRAINING

CERTIFICATE

ISO 37001GOV — Anti-Bribery Management Systems

ISO Certification Programme



LAPT — London Academy of Professional Training

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Reference MGT-GOV-37001GOV • ISO Management & Services

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AT A GLANCE

REFERENCE	MGT-GOV-37001GOV
AWARD	Certificate
ASSESSMENT	430 marks — 258 to pass (60%)
PREREQUISITES	None
VALIDITY	Lifetime
AWARDING BODY	LAPT — London Academy of Professional Training

CURRICULUM

1

Implementation of ISO 37001 Standards

5 chapters · 30 classes 105 marks

• 1 Understanding ISO 37001: Key Concepts and Framework — 6 classes

› 1.1 Identify ISO 37001: Overview of Anti-Bribery Standards

› 1.2 Explain the Importance of Anti-Bribery Management Systems

› 1.3 Explore Key Terms and Definitions in ISO 37001

› 1.4 Outline the Structure of the ISO 37001 Framework

› 1.5 Assess the Requirements for Implementing ISO 37001

› 1.6 Apply Key Concepts to Real-World Anti-Bribery Scenarios

• 2 Establishing an Anti-Bribery Policy: Framework and Guidelines — 6 classes

› 2.1 Define the Scope of an Anti-Bribery Policy

› 2.2 Identify Key Stakeholders for Policy Development

› 2.3 Analyze Legal and Regulatory Requirements for Anti-Bribery

› 2.4 Develop Clear Objectives for the Anti-Bribery Policy

› 2.5 Draft Guidelines for Reporting and Addressing Bribery Incidents

› 2.6 Implement Training Strategies for Policy Awareness and Compliance

• 3 Risk Assessment and Due Diligence in Anti-Bribery Management — 6 classes

› 3.1 Identify Key Risks in Anti-Bribery Management

› 3.2 Conduct a Comprehensive Risk Assessment

› 3.3 Understand Due Diligence Requirements

› 3.4 Develop Risk Mitigation Strategies

› 3.5 Create a Due Diligence Framework

› 3.6 Implement and Monitor Anti-Bribery Controls

• 4 Implementation Strategies for ISO 37001: Tools and Techniques — 6 classes

› 4.1 Assess Current Anti-Bribery Practices to Identify Gaps

› 4.2 Develop a Tailored Implementation Plan for ISO 37001

› 4.3 Engage Stakeholders and Foster a Culture of Compliance

› 4.4 Establish Monitoring and Reporting Mechanisms for Anti-Bribery Controls

› 4.5 Train Employees on ISO 37001 Principles and Practices

› 4.6 Evaluate Effectiveness and Continuous Improvement of the Management System

• 5 Monitoring, Review, and Continuous Improvement of Anti-Bribery Systems — 6 classes

› 5.1 Define Key Performance Indicators for Anti-Bribery Monitoring

› 5.2 Develop a Monitoring Framework for ISO 37001 Compliance

› 5.3 Conduct Effective Reviews of Anti-Bribery Management Systems

› 5.4 Analyze Data and Identify Trends in Anti-Bribery Performance

› 5.5 Implement Feedback Loops for Continuous Improvement

› 5.6 Create an Action Plan for Enhancing Anti-Bribery Practices

• 1 Fundamentals of Internal Auditing in Anti-Bribery Systems — 6

classes

- › 1.1 Explore Key Concepts of Internal Auditing in Anti-Bribery
- › 1.2 Identify Regulatory Frameworks Relevant to Anti-Bribery Audits
- › 1.3 Assess Risk Factors Associated with Bribery in Organizations
- › 1.4 Develop Effective Audit Plans for Anti-Bribery Management Systems
- › 1.5 Execute Audit Procedures and Techniques for Anti-Bribery Compliance
- › 1.6 Evaluate Audit Findings and Recommend Improvements for Systems

• 2 External Auditing: Standards and Compliance Requirements — 6

classes

- › 2.1 Define External Auditing Standards and Their Importance
- › 2.2 Identify Key Compliance Requirements for ISO 37001
- › 2.3 Analyze Roles and Responsibilities in External Audits
- › 2.4 Evaluate the External Audit Process and Methodologies
- › 2.5 Discuss Common Challenges in Achieving Compliance
- › 2.6 Develop an Action Plan for Implementing Audit Findings

• 3 Planning and Conducting Internal Audits — 6 classes

- › 3.1 Define the Objectives of Internal Audits
- › 3.2 Identify Key Stakeholders and Their Roles
- › 3.3 Develop Audit Plans and Schedules
- › 3.4 Design Effective Audit Checklists
- › 3.5 Conducting Preliminary Audit Meetings
- › 3.6 Analyze Findings and Prepare Audit Reports

• 4 Risk Assessment and Audit Evidence Gathering — 6 classes

- › 4.1 Identify Key Risks in Anti-Bribery Management Systems
- › 4.2 Assess the Impact of Identified Risks on Operations
- › 4.3 Develop an Effective Risk Assessment Framework
- › 4.4 Gather and Analyze Audit Evidence for Risk Evaluation
- › 4.5 Document Findings and Recommendations from Audit Evidence
- › 4.6 Implement Continuous Monitoring for Risk Management in Audits

• 5 Audit Reporting and Follow-Up Actions — 6 classes

- › 5.1 Analyze Audit Report Formats for Clarity and Consistency
- › 5.2 Identify Key Components of Effective Audit Findings
- › 5.3 Develop Recommendations for Compliance Improvement
- › 5.4 Create Structured Follow-Up Plans Post-Audit
- › 5.5 Evaluate the Impact of Audit Responses on Anti-Bribery Measures
- › 5.6 Communicate Audit Results to Stakeholders Effectively

• 1 Understanding Bribery: Concepts and Principles — 6 classes

- › 1.1 Define Key Concepts of Bribery
- › 1.2 Identify Types of Bribery in Various Contexts
- › 1.3 Analyze the Impact of Bribery on Organizations
- › 1.4 Explore Legal Frameworks Surrounding Bribery
- › 1.5 Examine Ethical Considerations in Anti-Bribery Measures
- › 1.6 Apply Bribery Concepts to Real-World Scenarios

• 2 ISO 37001: Structure and Key Requirements — 6 classes

- › 2.1 Explore the Structure of ISO 37001
- › 2.2 Identify Key Definitions in Anti-Bribery Management
- › 2.3 Examine the Leadership Requirements of ISO 37001
- › 2.4 Analyze the Risk Assessment Process in Anti-Bribery
- › 2.5 Implement Anti-Bribery Policies and Procedures
- › 2.6 Evaluate Compliance and Monitoring Mechanisms

• 3 Implementing Anti-Bribery Policies and Procedures — 6 classes

- › 3.1 Identify Key Components of Anti-Bribery Policies
- › 3.2 Analyze Legal and Ethical Frameworks for Anti-Bribery
- › 3.3 Design an Effective Anti-Bribery Policy Template
- › 3.4 Develop Procedures for Reporting and Investigating Bribery Incidents
- › 3.5 Create a Training Plan for Employees on Anti-Bribery Practices
- › 3.6 Evaluate and Revise Anti-Bribery Policies Based on Feedback

• 4 Monitoring and Measuring Anti-Bribery Performance — 6 classes

- › 4.1 Identify Key Performance Indicators for Anti-Bribery
- › 4.2 Establish Monitoring Mechanisms for Anti-Bribery Compliance
- › 4.3 Implement Data Collection Methods for Measuring Bribery Risk
- › 4.4 Analyze Anti-Bribery Performance Data Effectively
- › 4.5 Report Findings on Anti-Bribery Performance to Stakeholders
- › 4.6 Develop Action Plans Based on Anti-Bribery Performance Assessment

• 5 Continuous Improvement and Leadership in Anti-Bribery Management — 6 classes

- › 5.1 Understand the Importance of Continuous Improvement in Anti-Bribery Management
- › 5.2 Identify Key Leadership Roles in Promoting Anti-Bribery Practices
- › 5.3 Develop Strategies for Continuous Monitoring and Evaluation of Anti-Bribery Measures
- › 5.4 Implement Effective Communication Channels for Anti-Bribery Policy Awareness
- › 5.5 Analyze Case Studies of Successful Leadership in Anti-Bribery Initiatives
- › 5.6 Create an Action Plan for Leadership Engagement in Continuous Improvement

• 1 Understanding Leadership's Role in Anti-Bribery Culture — 6 classes

- › 1.1 Define Leadership's Impact on Anti-Bribery Culture
- › 1.2 Identify Key Characteristics of Effective Anti-Bribery Leaders
- › 1.3 Analyze Real-World Examples of Leadership in Anti-Bribery Initiatives
- › 1.4 Develop Strategies for Promoting Ethical Leadership Practices
- › 1.5 Create a Leadership Action Plan for Anti-Bribery Commitment
- › 1.6 Evaluate the Effectiveness of Leadership in Enhancing Anti-Bribery Culture

• 2 Assessment of Current Organizational Culture and Leadership Styles — 6 classes

- › 2.1 Analyze Current Organizational Culture and Values
- › 2.2 Identify Leadership Styles Within the Organization
- › 2.3 Evaluate the Impact of Leadership on Cultural Practices
- › 2.4 Conduct a SWOT Analysis of Organizational Culture
- › 2.5 Engage Stakeholders in Cultural Assessment Activities
- › 2.6 Develop Actionable Insights for Cultural Change

• 3 Developing a Vision for Ethical Leadership — 6 classes

- › 3.1 Identify Core Values for Ethical Leadership
- › 3.2 Explore the Impact of Vision on Organizational Culture
- › 3.3 Develop a Personal Ethical Leadership Statement
- › 3.4 Create a Vision Statement for Ethical Leadership
- › 3.5 Communicate Your Vision to Stakeholders Effectively
- › 3.6 Implement Strategies to Foster Ethical Leadership Culture

• 4 Implementing Leadership Strategies for Cultural Change — 6 classes

- › 4.1 Identify Key Leadership Behaviors for Cultural Change
- › 4.2 Develop a Vision for an Anti-Bribery Culture
- › 4.3 Communicate Leadership Expectations Effectively
- › 4.4 Engage Stakeholders in Cultural Transformation
- › 4.5 Implement Training Programs to Support Cultural Change
- › 4.6 Evaluate and Adapt Leadership Strategies for Continuous Improvement

• 5 Monitoring and Sustaining Leadership-Driven Cultural Change — 6 classes

- › 5.1 Identify Key Indicators of Cultural Change
- › 5.2 Assess Leadership Commitment to Anti-Bribery Principles
- › 5.3 Develop Strategies for Continuous Monitoring of Cultural Change
- › 5.4 Implement Feedback Mechanisms for Leadership Engagement
- › 5.5 Evaluate the Effectiveness of Leadership Strategies in Cultural Change
- › 5.6 Create an Action Plan for Sustaining Cultural Change Initiatives

• 1 Fundamentals of Monitoring and Evaluation in Anti-Bribery Systems — 6 classes

- › 1.1 Define Key Concepts in Monitoring and Evaluation for Anti-Bribery Systems
- › 1.2 Identify Legal and Regulatory Frameworks Impacting Anti-Bribery Monitoring
- › 1.3 Develop SMART Objectives for Effective Anti-Bribery Evaluation
- › 1.4 Utilize Data Collection Methods for Anti-Bribery Monitoring
- › 1.5 Analyze Data and Interpret Results in Anti-Bribery Evaluation
- › 1.6 Implement Continuous Improvement Strategies Based on Monitoring Findings

• 2 Designing Effective Monitoring Frameworks — 6 classes

- › 2.1 Identify Key Components of Effective Monitoring Frameworks
- › 2.2 Develop Clear Objectives for Monitoring Activities
- › 2.3 Create Measurable Indicators to Assess Performance
- › 2.4 Design Data Collection Methods for Accurate Evaluation
- › 2.5 Analyze and Interpret Monitoring Data for Decision Making
- › 2.6 Implement Continuous Improvement Strategies Based on Findings

• 3 Key Indicators for Evaluating Anti-Bribery Compliance — 6 classes

- › 3.1 Identify Key Indicators for Anti-Bribery Compliance Evaluation
- › 3.2 Define Measurable Outcomes for Each Compliance Indicator
- › 3.3 Analyze Data Collection Techniques for Key Indicators
- › 3.4 Interpret Trends in Anti-Bribery Compliance Indicators
- › 3.5 Develop Action Plans Based on Indicator Evaluations
- › 3.6 Assess the Impact of Anti-Bribery Measures using Key Indicators

• 4 Data Collection and Analysis Techniques in M&E — 6 classes

- › 4.1 Identify Key Data Collection Methods for M&E
- › 4.2 Design Effective Data Collection Tools and Techniques
- › 4.3 Understand the Role of Qualitative and Quantitative Data in Analysis
- › 4.4 Apply Statistical Techniques for Data Analysis in M&E
- › 4.5 Explore Data Triangulation for Enhanced Validity
- › 4.6 Evaluate Data Analysis Results to Inform Decision Making

• 5 Reporting and Continuous Improvement in Anti-Bribery M&E — 6 classes

- › 5.1 Analyze Reporting Frameworks for Anti-Bribery M&E
- › 5.2 Identify Key Performance Indicators for Monitoring
- › 5.3 Develop Effective Reporting Templates for Stakeholders
- › 5.4 Evaluate Data Collection Methods for Continuous Improvement
- › 5.5 Implement Feedback Mechanisms to Enhance Reporting
- › 5.6 Create Action Plans Based on Evaluation Outcomes

• 1 Understanding Bribery Risk Factors — 6 classes

- › 1.1 Identify Key Bribery Risk Factors
- › 1.2 Analyze Industry-Specific Bribery Vulnerabilities
- › 1.3 Assess Internal Controls Against Bribery Risks
- › 1.4 Evaluate External Influences on Bribery Risk
- › 1.5 Develop Strategies to Mitigate Bribery Risks
- › 1.6 Create a Bribery Risk Assessment Action Plan

• 2 Conducting Risk Assessments for Anti-Bribery — 6 classes

- › 2.1 Define Bribery Risks in Organizational Context
- › 2.2 Identify Key Stakeholders for Risk Assessment
- › 2.3 Analyze Potential Vulnerabilities and Threats
- › 2.4 Evaluate Existing Controls Against Bribery Risks
- › 2.5 Develop a Risk Assessment Matrix for Prioritization
- › 2.6 Create an Action Plan to Mitigate Identified Risks

• 3 Evaluating and Prioritizing Risks — 6 classes

- › 3.1 Identify Key Risk Factors in Anti-Bribery Management
- › 3.2 Analyze Risk Impact and Probability in Context
- › 3.3 Evaluate Internal Controls for Risk Mitigation
- › 3.4 Prioritize Risks Based on Organizational Vulnerability
- › 3.5 Develop a Risk Response Strategy for High-Priority Risks
- › 3.6 Implement Monitoring Techniques for Continuous Risk Evaluation

• 4 Developing Risk Management Strategies — 6 classes

- › 4.1 Identify Key Risk Factors in Anti-Bribery Context
- › 4.2 Analyze Existing Risk Management Frameworks
- › 4.3 Develop Specific Risk Management Objectives
- › 4.4 Create Risk Assessment Tools and Techniques
- › 4.5 Evaluate Potential Mitigation Strategies for Identified Risks
- › 4.6 Implement and Monitor Risk Management Strategies

• 5 Monitoring and Reviewing Anti-Bribery Efforts — 6 classes

- › 5.1 Evaluate Current Anti-Bribery Policies and Procedures
- › 5.2 Identify Key Performance Indicators for Monitoring
- › 5.3 Conduct a Risk Assessment of Bribery Vulnerabilities
- › 5.4 Develop a Monitoring Framework for Anti-Bribery Efforts
- › 5.5 Review and Analyze Monitoring Data for Insights
- › 5.6 Implement Continuous Improvement Strategies for Anti-Bribery Management