

Disaster Recovery Plans and Insurance

Code: 101858
ECTS Credits: 6

Degree	Type	Year	Semester
2502501 Prevention and Integral Safety and Security	OB	3	2

Contact

Name: Elena Pérez González
Email: elena.perez.gonzalez@uab.cat

Use of Languages

Principal working language: spanish (spa)
Some groups entirely in English: No
Some groups entirely in Catalan: Yes
Some groups entirely in Spanish: No

Other comments on languages

The classes and the temari will be in Spanish and/or Catalan and it is resoldran dubtes verbals and written in Spanish and/or Catalan

Teachers

Pau Gavarró Buscà

Prerequisites

There are no prerequisites.

Objectives and Contextualisation

In this subject the student will be introduced to the assessment and financing of the risks that threaten a company in order to be able to assess the best value for money in an insurance contract and know, at all times, the risks that has cutlery and exclusions.

Proper management of risks and threats to business continuity involves the assessment and analysis of risks, their reduction, transfer or cancellation, their correct management and their financing, if necessary through the corresponding business plans. contingency.

Therefore, and based on the existing risks and threats, the student will acquire the basic knowledge in order to:

- Identify and evaluate the risks that affect business continuity.
- Contingency plans capable of organizing human and material resources to be able to deal with the risks involved in the activities carried out and, in the event of emergencies or accidents, that the consequences and the period of impact are minimal.
- Prevent them and protect themselves from risks and threats in the most convenient way.
- Assess the possible consequences of both a direct and indirect accident.
- Propose appropriate financing systems to be able to deal with possible contingencies that may arise.
- Know how to conduct an investigation into the causes of an accident.

Competences

- Act with ethical responsibility and respect for fundamental rights and duties, diversity and democratic values.
- Be able to adapt to unexpected situations.
- Carry out analyses of preventative measures in the area of security.
- Generate innovative and competitive proposals in research and in professional activity developing curiosity and creativity.
- Have a general understanding of basic knowledge in the area of prevention and integral safety and security.
- Make changes to methods and processes in the area of knowledge in order to provide innovative responses to society's needs and demands.
- Respond to problems applying knowledge to practice.
- Students must be capable of applying their knowledge to their work or vocation in a professional way and they should have building arguments and problem resolution skills within their area of study.
- Students must be capable of collecting and interpreting relevant data (usually within their area of study) in order to make statements that reflect social, scientific or ethical relevant issues.
- Students must be capable of communicating information, ideas, problems and solutions to both specialised and non-specialised audiences.
- Students must develop the necessary learning skills to undertake further training with a high degree of autonomy.
- Students must have and understand knowledge of an area of study built on the basis of general secondary education, and while it relies on some advanced textbooks it also includes some aspects coming from the forefront of its field of study.
- Take sex- or gender-based inequalities into consideration when operating within one's own area of knowledge.
- Use the capacity for analysis and synthesis to solve problems.
- Work and learn autonomously.

Learning Outcomes

1. Analyse the sex- or gender-based inequalities and the gender biases present in one's own area of knowledge.
2. Analyse the situation and identify the points that are best.
3. Be able to adapt to unexpected situations.
4. Critically analyse the principles, values and procedures that govern professional practice.
5. Design and implement recovery plans following disasters and mechanisms for contingencies.
6. Evaluate how gender stereotypes and roles affect professional practice.
7. Generate innovative and competitive proposals in research and in professional activity developing curiosity and creativity.
8. Identify situations in which a change or improvement is needed.
9. Identify the key elements in processes to define the security policies of organisations.
10. Respond to problems applying knowledge to practice.
11. Students must be capable of applying their knowledge to their work or vocation in a professional way and they should have building arguments and problem resolution skills within their area of study.
12. Students must be capable of collecting and interpreting relevant data (usually within their area of study) in order to make statements that reflect social, scientific or ethical relevant issues.
13. Students must be capable of communicating information, ideas, problems and solutions to both specialised and non-specialised audiences.
14. Students must develop the necessary learning skills to undertake further training with a high degree of autonomy.
15. Students must have and understand knowledge of an area of study built on the basis of general secondary education, and while it relies on some advanced textbooks it also includes some aspects coming from the forefront of its field of study.
16. Use the capacity for analysis and synthesis to solve problems.
17. Work and learn autonomously.

Content

0. Presentation.
1. The insurance institution. The Consortium.
2. The insurance contract.
3. Policies sold.
4. The loss. The Expertise. The rescue.
5. Identification and evaluation of risks in continuity plans.
6. Preparation of business continuity plans and contingency plans.
7. Accident and accident investigation.
8. Practical cases.

Methodology

The theoretical classes will be done with ICT support and encouraging group participation and debate.

The practical classes consist, commenting on the solutions, on:

- Resolution of cases.
- Job submission.
- Preparation of reports.
- Comments on current issues.

Tutorials with the faculty will be arranged by email.

Annotation: Within the schedule set by the centre or degree programme, 15 minutes of one class will be reserved for students to evaluate their lecturers and their courses or modules through questionnaires.

Activities

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
Evaluation	4	0.16	3, 4, 1, 2, 5, 10, 7, 9, 8, 15, 14, 13, 11, 12, 17, 16, 6
Theoretical and practical classes with the participation of students	40	1.6	3, 4, 1, 2, 10, 7, 8, 17, 16, 6
Type: Supervised			
Tutorials with the students	12	0.48	3, 4, 1, 2, 10, 7, 8, 17, 16, 6
Type: Autonomous			
Resolution of practical cases. Realization of works. Personal Study	94	3.76	3, 4, 1, 2, 5, 10, 7, 9, 8, 15, 14, 13, 11, 12, 17, 16, 6

Assessment

Theoretical individual tests (50%):

- Insurance: Written and / or oral test with a weight of 25% of the final grade.
- Disaster recovery plans: Written and / or oral test with a weight of 25% of the final grade.

Continuous evaluation of topics worked in the classroom (50%):

- Insurance: a series of exercises will be proposed throughout the classes, its resolution will mean 30% of the final grade.
- Disaster recovery plans: a series of exercises will be proposed throughout the classes, its resolution will suppose 30% of the final grade.

The subject of disaster recovery and insurance plans is structured in 2 parts:

- Insurance Part (points 0-1-2-3-4 of contents), taught by teacher Elena Pérez. Equivalent to 50% of the total grade of the subject.

- Part Continuity plans (points 5-6-7-8 of contents), taught by teacher Pau Gavarró. Equivalent to 50% of the total grade of the subject.

The theoretical test of each of the parts must be passed with a minimum of 3.5 out of 10 in order to compute with the practical part.

In order to be able to average the two parts, each of the parts must exceed 3.5 out of 10.

In case of not passing the subject according to the aforementioned criteria (continuous evaluation), a recovery test may be done on the scheduled date to the schedule, and it will cover the entire contents of the program.

To participate in the recovery the students must have been previously evaluated in a set of activities, the weight of which equals a minimum of two thirds of the total grade of the subject. However, the grade that will be included in the student's file is a maximum of 5-Pass.

Students who need to change an evaluation date have to submit the request by filling in the document that you will find in the moodle space of Tutorització EPSI.

Without prejudice to other disciplinary measures deemed appropriate, and in accordance with current academic regulations, "in the event that the student performs any irregularity that could lead to a significant variation in the grade of an evaluation act, it will be graded with a 0 this evaluation act, regardless of the disciplinary process that can be instructed. In case of several irregularities occur in the evaluation acts of the same subject, the final grade of this subject will be "0".

The tests / exams may be written and / or oral at the discretion of the teaching staff.

Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
Written and / or oral tests that allow to value the knowledge acquired by the student	50%	0	0	3, 4, 1, 2, 5, 10, 7, 9, 8, 15, 14, 13, 11, 12, 17, 16, 6
Delivery of works	50%	0	0	3, 4, 1, 2, 10, 7, 8, 17, 16, 6

Bibliography

- Ley 50/80 de 8 de octubre del contrato de seguros.
- Ley 7/1998 de 13 de abril sobre condiciones generales de contratación

- Ley 15/1999 de 13 de diciembre de protección de datos de carácter personal.
- Ley 1/2000 de enjuiciamiento civil
- R.D. 6/2004 de ordenación y supervisión de los seguros privados
- R.D. 7/2004 de 23 de octubre del estatuto legal del Consorcio de Compensación de seguros.
- R.D. 300/2004 de 20 de febrero que aprueba el Reglamento del seguro de riesgos extraordinarios.
- R.D. 8/2004 de 20 de octubre que aprueba la responsabilidad civil de los vehículos a motor.
- RD 2267/2004 reglamento de seguridad contra incendios en los establecimientos industriales.
- RD 314/2006 código técnico de la edificación
- RD 513/2017 Reglamento de instalaciones de protección contra incendios
- Ley 26/2006 de 17 de julio, Ley de mediación de seguros y Reaseguros privados.
- R.D. 1720/2007 que aprueba el reglamento de protección de datos personales.
- R.D. 1507/2008 que aprueba el reglamento del seguro obligatorio de la responsabilidad civil en la circulación de vehículos a motor.
- Decret 30/2015 Catalog d'activitats i centres obligats a adoptar mesures d'autoprotecció.
- CECAS (Centro de Estudios del Consejo General de Colegios de Mediadores de Seguros), editor de los manuales sobre los siguientes seguros:
 - Transportes
 - Automóviles
 - Multirriesgos
 - Responsabilidad civil
 - Vida
 - Accidentes
 - Salud y asistencia sanitaria
 - Pérdida de beneficios
 - Asistencia jurídica y en viajes
 - Decesos
- UNE-EN ISO 22313. Seguridad y resiliencia. Sistemas de gestión de la continuidad negocio. Directrices de la utilización de la norma ISO 22301
- UNE EN ISO 22301. Protección y seguridad de los ciudadanos. Sistema de gestión de la continuidad de negocio. Especificaciones. (pendiente de revisión)
- UNE EN ISO 22317. Guía práctica para realizar el análisis de impacto de negocio (BIA)
- UNE ISO 31000, 2017. Gestión del Riesgo. Principios y directrices.
- Plan de contingencia y continuidad de negocio. Colección Protege tu empresa, INCIBE 2017.
- Gestión de riesgos. Una guía de aproximación para el empresario, INCIBE 2017
- NTP 274 investigación de accidentes: árbol de causas
- Manual de Seguridad contra Incendios (CETIB) Guía básica de investigación de incendios.

If possible, the bibliography will be expanded in the moodle space of the subject.

Software

This subject will use the basic software of the Office 365 package.