Segregation of Duties (SoD) in ERP Systems Training Course

Professional Development Training Course Outline

Category	Enterprise Resource Planning (ERP)	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

The Segregation of Duties (SoD) in ERP systems is a critical aspect of maintaining secure and compliant enterprise resource planning (ERP) environments. SoD is the practice of ensuring that no individual has control over multiple critical steps of a business process, preventing fraud, errors, and conflicts of interest. With increasing threats to data integrity and the rise of compliance regulations such as SOX (Sarbanes-Oxley) and GDPR, understanding and implementing SoD controls in ERP systems is more crucial than ever. Organizations are increasingly relying on automated tools within ERP platforms to monitor and enforce these controls, ensuring that access permissions, approval workflows, and system configurations align with organizational policies and industry standards. A comprehensive SoD training course empowers users to assess and manage these risks effectively, providing insights on how to mitigate potential security breaches, financial discrepancies, and operational inefficiencies.

Segregation of Duties (SoD) in ERP Systems Training Course is designed to equip professionals with the knowledge and skills required to understand, implement, and monitor SoD controls within their organizations. As ERP systems such as SAP, Oracle, and Microsoft Dynamics continue to evolve, it becomes essential for organizations to continuously update their SoD practices. This course covers key concepts, best practices, and real-world case studies, offering practical guidance on integrating SoD within ERP workflows. With a hands-on approach, it allows participants to gain a deep understanding of how to assess and mitigate risks while ensuring compliance with global standards. Through practical applications and exercises, participants will leave with the ability to effectively implement SoD protocols that protect organizational data and enhance operational efficiency.

Programme Curriculum

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Course Duration

5 days

Course Objectives

1. Learn the fundamentals of Segregation of Duties in ERP systems to safeguard against fraud, errors, and conflicts of interest.
2. Develop the ability to identify and assess SoD risks in ERP environments and their potential impact on organizational security and compliance.
3. Gain insights into how to implement effective Segregation of Duties controls in various ERP systems such as SAP, Oracle, and Microsoft Dynamics.
4. Understand the global compliance requirements and how SoD helps in meeting regulatory requirements.
5. Learn the best practices for setting up and managing Role-Based Access Control (RBAC) within ERP systems.
6. Discover how to automate SoD controls using ERP-native tools and third-party solutions to ensure ongoing compliance.
7. Master the techniques for continuous monitoring and auditing of Segregation of Duties in ERP systems.
8. Learn to identify conflicts of interest and potential fraud risks through automated conflict detection and resolution.
9. Understand how SoD can streamline business processes and enhance efficiency by reducing manual interventions.
10. Analyze case studies that demonstrate the consequences of poor SoD implementation and the benefits of proper controls.
11. Discover how SoD is a crucial element in preventing data breaches and ensuring ERP system security.
12. Learn how to design and configure SoD frameworks to align with business objectives and industry standards.

13. Understand how to create reports and documentation for SoD compliance audits, ensuring full visibility of access controls and policies.

Target Audience

1. ERP Administrators.
2. Compliance Officers.
3. Security Analysts.
4. Internal Auditors.
5. IT Managers.
6. Business Process Owners.
7. Risk Management Professionals.
8. System Integrators.

Course Modules

Module 1: Introduction to Segregation of Duties (SoD)

- Definition of SoD and its importance in ERP systems
- Key principles and concepts of SoD
- The role of SoD in risk management and compliance
- Common SoD violations and their business impact
- The relationship between SoD and regulatory compliance
- Case Study: How SoD Violations Led to Financial Scandal in a Major Corporation

Module 2: Understanding ERP Systems and SoD Controls

- Overview of popular ERP systems
- Access management features in ERP systems
- User roles, responsibilities, and permissions in ERP systems
- Types of SoD controls in ERP
- Importance of defining clear roles and responsibilities
- Case Study: Implementing SoD Controls in SAP to Avoid Unauthorized Transactions

Module 3: Role-Based Access Control (RBAC) and SoD

- Defining Role-Based Access Control in ERP systems
- The importance of creating precise user roles
- How RBAC supports SoD by limiting access to critical functions
- Best practices for configuring RBAC in ERP systems
- Challenges of implementing RBAC in large organizations
- Case Study: Using RBAC to Enforce SoD in a Global ERP Deployment

Module 4: Risk Assessment and Conflict Identification

- Methods for assessing SoD risks in ERP workflows
- Tools and techniques for conflict identification
- Common SoD conflicts in financial and operational processes
- How to prioritize and address identified conflicts
- Developing a risk mitigation strategy for SoD issues
- Case Study: Resolving Role Conflicts in a Manufacturing ERP System to Prevent Fraud

Module 5: Implementing SoD in Financial Processes

- Key financial processes that require SoD
- How to configure SoD controls in financial ERP modules
- Best practices for preventing fraudulent transactions
- The role of approvals and workflows in enforcing SoD
- Ensuring compliance with financial regulations (SOX, IFRS)
- Case Study: Successfully Implementing SoD Controls in an Oracle ERP Financial Module

Module 6: Monitoring and Auditing SoD Compliance

- Techniques for continuous SoD monitoring
- Tools for auditing SoD compliance in real time
- How to use ERP logs to track user activities and access violations
- Conducting periodic reviews of SoD controls
- Reporting SoD issues to management and stakeholders
- Case Study: Auditing SoD Compliance in an SAP Environment: Challenges and Solutions

Module 7: Automation of SoD Enforcement

- Overview of automated SoD tools and solutions
- Benefits of automation in enforcing SoD controls
- How to set up automated workflows for SoD compliance
- Integrating third-party automation tools with ERP systems
- How to measure the effectiveness of SoD automation?
- Case Study: Leveraging Automation to Improve SoD Compliance in an Oracle ERP System

Module 8: Best Practices for SoD in ERP Systems

- Developing a comprehensive SoD policy for ERP systems
- Best practices for ensuring SoD compliance across the organization
- Building a culture of security and compliance within the organization
- Regularly updating SoD controls to meet evolving regulatory requirements
- Handling exceptions and mitigating risk when conflicts arise
- Case Study: Establishing an Enterprise-Wide SoD Policy for a Multinational ERP System

Training Methodology

This course employs a participatory and hands-on approach to ensure practical learning, including:

- Interactive lectures and presentations.
- Group discussions and brainstorming sessions.
- Hands-on exercises using real-world datasets.
- Role-playing and scenario-based simulations.
- Analysis of case studies to bridge theory and practice.
- Peer-to-peer learning and networking.
- Expert-led Q&A sessions.
- Continuous feedback and personalized guidance.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call +254769199797

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

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