



## PSDC Training – eArchiving

In today's information society, it is important to digitise all your important documents to avoid accidental loss or destruction. However, it is important to ensure that these documents are converted and preserved in digital form so that they retain their legal status. As any company can apply to ILNAS for accreditation as a 'Dematerialisation and/or Preservation Service Provider', itrust consulting is offering a training course in which the main ideas behind PSDC certification will be presented and explained in order to give interested companies a clearer picture of the constraints involved in obtaining such certification.

This training course is aimed at any company that wants to create or archive digital copies of their own scriptural archives while attributing a legal value to these copies, or that wants to offer such a service to their customers.

### General Information

<b>Location</b>	itrust consulting s.à r.l., 55, rue Gabriel Lippmann, L-6947 Niederanven, Luxembourg
<b>Date</b>	24 January 2025
<b>Duration</b>	1 day
<b>Instructor</b>	<b>Carlo Harpes</b> , PhD, founder and managing director of itrust consulting. He has over 25 years' experience as a security consultant and is always at the forefront of current security strategies and developments. (Lead) ISO/IEC 27001 auditor, certified by SNCH, PECB and Certi-Trust Europe, PKI technical auditor for ILNAS, ISO/IEC 27005 risk manager, and ISO/IEC 27001 lead implementer. Dr Harpes is a recognised expert in the field of information security and ICT and is involved in education as an associate professor at the University of Luxembourg, in local and European research projects, and in standardisation (ISO/SC27 expert, CLUSIL, Celtic, ITEA2, H2020, ESA etc).
<b>Language</b>	<b>French</b> or English (support in English)
<b>Profile of participants</b>	<ul style="list-style-type: none"><li>• anyone who needs to implement a document archiving, storage or dematerialisation process that complies with the Luxembourg standards;</li><li>• CISO ;</li><li>• internal auditors.</li></ul>

## Benefits of the training

At the end of the course, participants will be able to:

- Understand common terms, definitions and abbreviations in the PSDC field,
- Understand the Law of 25 July 2015 and the use in court of dematerialisation copies,
- List the general concepts of certification,
- Apply the correct dematerialisation and conservation processes,
- Recap the important points of the Information Security Management System such as: General requirements, Establishment of the ISMS, Continuous improvement.
- Explain the objectives and measures.

## Practical information

<b>Registration and further information</b>	To register, please fill in the form under the 'Training' section on <a href="http://www.itrust.lu">www.itrust.lu</a> or phone PINTO Lynn on +352 26 176 212. For more information: contact us at <a href="mailto:training@itrust.lu">training@itrust.lu</a> .	
<b>Breakfast &amp; lunch</b>	Included:	<ul style="list-style-type: none"> <li>• Coffee, drinks and snacks available during the course at the training centre;</li> <li>• Lunch in a restaurant.</li> </ul>
<b>Paieiment</b>	Payment must be made before the course by bank transfer. A detailed electronic invoice will be sent to participants once they have registered.	
<b>Training schedule</b>	Registration and coffee:	08:45 - 09:00
	First part of the course:	09:00 - 12:00
	Second part of the course after lunch:	13:30 - 17:00
<b>Conditions</b>	<ul style="list-style-type: none"> <li>• In the event of cancellation, a 50% cancellation fee will be refunded if the cancellation is made within 5 days prior to the course.</li> <li>• If itrust consulting cancels the course, the full amount will be refunded.</li> </ul>	
<b>Price per participant</b>	800 € HTVA, total: 824 € 3% TVA included	
<b>Group rates</b> <i>(for each company)</i>	2nd participant:	680,00 € HTVA (remise de 15 %)
	3rd participant:	560,00 € HTVA (remise de 30 %)
	More participants from the same company:	400,00 € HTVA (remise de 50 %)

## itrust consulting training centre at Niederaanven (5' by taxi to the Luxembourg airport)

- Instructors with significant theoretical and practical experience.
- Often co-authors of standards / university lecturers.
- Lunch included to encourage contact between participants.
- Training material in electronic or paper form.
- Practical case study.
- Certificate of participation.
- Availability of the instructors after the session to answer any questions.

## Location of the training centre in Niederaanven

- 5' to the airport of Luxembourg Findel by taxi.
- 40' by bus 144 from the central station of Luxembourg
- Easy parking nearby

Latitude	Longitude
49.6439	6.2662

