



# Business Continuity Management

## ISO 22301: 2012

### Overview

Organizations of all types & size; public to private, small to medium or large are exposed to variety of threats which can cause unprecedented disruptions to hamper the business operations and ability to continue providing products and services. The pace of change, technological developments and globalization of customer base as well as supply chain have further impacted the emergency planning and it is beyond possible to formulate plan(s) for all probable eventualities. Loss of market share, customer confidence and competitive advantage top the list of numerous challenges that a corporate board and management team can face following an incident turned into a major disaster.

This demands enhanced focus on organizational resilience and develop Business Continuity Management (BCM) & Crisis Management (CM) capabilities to withstand disruptions, protect assets and restore operations to normal as per planned objectives. The essence of BCM capability development is linked to adoption of professional practices established by knowledge hubs i.e. The Business Continuity Institute (BCI) & Disaster Recovery Institute (DRI), and aligning those to international standards such as ISO 22301: 2012 for an all-inclusive pragmatic business continuity program that protects interests and needs of all stake holders.

### Business Continuity Awareness

1 day

**Individuals interested to know the basics of Business Continuity as a professional discipline within the organization and make effective contribution to BCM program.**

- Corroborate the relevance between Security Risk Management and Business Continuity.
- Overview of key concepts of risk management & resiliency as precursors to BCM
- Introduction to business continuity Professional Practices.
- Structure of business continuity planning aligned to Plan, Do, Check & Act (PDCA) cycle.



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### Business Continuity Practitioner

3 days

**Individuals considered to be representatives of critical functions, members of key suppliers' team responsible for key activities supporting delivery of services & products to customers.**

- Defining business continuity management in context of organizational resilience.
- Rationalize business continuity as a core competency of Corporate Security Team.
- Describe BCM body of knowledge for development, implementation and maintenance of business continuity program.
- Define roles and responsibilities of Business Continuity Practitioners as representative of a core business function.
- Outline the Business Continuity Competencies leading to a career progression in BC discipline.
- Appreciate the correlation between ISO 22301 and other management standards.

### Business Continuity Specialist

5 days

**Individuals with reasonable knowledge of organizational business processes and risk management considered as key contributors to BCM & Organizational Resilience framework.**

- Describe business continuity professional practices and develop practical tool kit.
- Interpretation of requirements of ISO 22301 in context of an organization.
- Practice planning, implementation, management and maintenance of BCMS.
- Explain and practice Business Impact Analysis and Risk Assessment as case study.
- Examine Business Continuity Strategies as case study for BC plan establishment.
- Introduction to Auditing concepts and internal audit program for conformance to ISO standard.
- Develop documentation and checklists of BSMS Audit.
- Practice internal audit for a case study and prepare audit reports.
- Identify corrective action and continual improvement plans for BCM.

#### GET IN TOUCH