Training Title

BUSINESS CONTINUITY PLANNING & MANAGEMENT

Training Duration

5 days

Training Date & Venue

REF ML071	Business Continuity Planning & Management	5	22 – 26 Jan 2024	$5,500	Dubai, UAE

In any of the 5-star hotels. The exact venue will be informed once finalized.

Training Fees

- **$5,500 per participant for Public Training includes Materials/Handouts, tea/coffee breaks, refreshments & Buffet Lunch**

Training Certificate

Define Management Consultancy & Training Certificate of course completion will be issued to all attendees.

Language: English

TRAINING OVERVIEW

Business Continuity is a cornerstone for many organizations today, not only in ensuring business survival, but also as a means to identify critical processes, infrastructure, and personnel that enable the organization to meet its core mission. The benefits of a BCM project go far beyond continuity in that they often include assurance of compliance with regulatory mandates, customer and supplier confidence, and easier access to credit and insurance through demonstrating emergency preparedness and stability.

The development of proven and reliable methodologies enables an organization to execute and maintain an executive business continuity program.

TRAINING OBJECTIVE

This course is a valuable tool for understanding the processes and practical steps to follow when establishing a BCM program. Taking the candidates through the phases of Business Continuity Management in a logical, understandable manner, this course will ensure that each attendee is familiar with the objectives of each phase and prepared to lead or assist their organization's BCM project team.

DMCT/OL/9/18(Rev3Dt:23/9/18)

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TRAINING PRE-REQUISITE

This course is designed to meet the needs of Business Continuity Professionals at any stage in their careers. The beginner benefits from a solid description of the methodology whereas the experienced professional gains a complete understanding
of the leading developments in business continuity management and the opportunity to learn with fellow BCM professionals.

WHO SHOULD ATTEND

Business Continuity Project Managers and Team Members, Auditors, Risk management teams, Corporate Communications, Senior managers, and BCM local liaisons. Business process architects, IT support services.

TRAINING METHODOLOGY

This program will be delivered by several short and long class exercises, team working and presentation, video, situation-based case studies, and work-based problem-solving.

- 30% Lectures
- 30% Workshops and work presentation
- 20% Group Work& Practical Exercises
- 20% Videos& General Discussions

COURSE OUTLINE

Module 1

BCM Policy, Program Management, and Culture
Business Continuity Background and Concepts
- BCM Standard and related disciplines
- The BCM Lifecycle
- BCM as a formal management system

BCM Policy
BCM Program Management
Embedding BCM in Organizational Culture

Module 2

Understanding the Organization
Business Impact Analysis
Continuity Recovery Requirements Analysis
Risk Assessment in a BCM Context

Module 3

Determining Business Continuity Strategy
BCM Strategic Options
Activity Level Continuity Options
Resource Level Consolidation

Module 4

Developing & implementing a BCM Response
Incident response Structure
Incident Management Planning
Business Continuity Planning
Business Activity Response Plans

Module 5

Exercising, Maintaining & Reviewing BCM Arrangements
Exercise Planning, Scheduling, and Management
Exercising BCM Arrangements
Maintaining BCM Arrangements
Audit and Review of BCM

Note:
Pre & Post Tests will be conducted
Case Studies, Group Exercises, Group Discussions, Last Day Reviews, and assessments will be carried out.

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