

Do-It-Yourself (DIY) Business Continuity Management Course

25th Run

Date : 26th – 28th May 2008

Business disruptions affect the organisation's reputation, brand, bottom line and or shareholder value... perhaps even its survival! The key here lies in business resiliency, through achieving Business Continuity Management (BCM). To ensure long-term survival and sustainability of your organisation, corporate executives like yourself must create, develop and implement strategies, policies and processes to limit risk, control damage, sustain critical operations and effect recovery. Please join us for an intensive course on the building blocks of your BCM program. Factual case studies will be specially built based on your industry and organisation's unique training needs. This course helps you to develop and implement a complete and effective BCM program for your organisation, in line with the BCI's GPG and BSI's PAS56.

Key training outcomes

- Understand the importance of Business Continuity Management
- Leverage on strategies that ensure continuity of your business
- Achieving BCM competence via phased approach
- Learn strategies on how to "sell" your business continuity plan to senior management
- Gain valuable knowledge and skills in planning for and managing your organisation's BCM program
- Master the key concepts in developing and implementing an effective BCM program for your organisation!

Who Should Attend

- Professionals from all industries, experience levels & background:
- Involved or responsible for managing the BCM process
 - Who requires guidance in developing the BCM program for their organization
 - With no BCM program in place & wish to start planning for one
 - At the initial planning stage of their BCM program
 - BCP Coordinators / DR / BCM / HR /Operations / Facility / Risk / IT/ Health & Safety and Security Managers

Organised By



Established in July 2000, Business Continuity Planning Asia (BCP Asia) provides an integrated approach to training and consultancy services, pertaining to Business Continuity, Disaster Recovery and Risk Management to professionals in the Asia region. We strive to provide high quality training to maximize the participants' potential and benefit from our programmes. Our courses had benefited thousands of BC professionals in Asia alone and we are dedicated to offering more relevant and quality courses to our clients.

Endorsed By



The Business Continuity Institute (BCI) is pleased to endorse this workshop which follows closely the BCI Good Practice Guidelines and the British Standards Institutions "Guide to Business Continuity Management" (PAS56), based on the review of course materials by a BCI assessor. Those attending this workshop will be able to claim credits and apply for ABCI certification with the BCI.

Authorized Reseller



Vintcom Technology Co., Ltd. was established as a joint-venture company between Vnet Capital Co., Ltd. and The Value Systems Co., Ltd. with shareholding of 85% and 15% respectively. With the intention of being the leading IT Professional service that sharpens in target market and delivers the best price-performance and consulting services in Thailand.

**For more details EMAIL to bcm@vintcom.co.th
Or CALL US AT: 02-6368272#823**

Do-It-Yourself (DIY)
Business Continuity Management Course
26th -28th May 2008 , Thailand

Course Outline

Introduction & overview of BCM

- Growing significance of BCM
- How effectively can BCM overcome the crisis
- Current and future trends of BCM

Phase 1: BCM Programme Management

- Management structure for BCM in organization
- Obtaining management sponsorship and commitment on BCM
- Define organisation's BCP policy, roles and responsibilities
- Define corporate-wide BCM policy and work plan for organization
- Establish scope and objectives of BCM

Phase 2: Understanding your business - Risk Assessment (RA) & Business Impact Analysis (BIA)

- Identify vulnerabilities, potential risks and exposures facing the organization
- Develop and implement risk mitigation measures
- Establish purpose, objectives and scope of a BIA
- Identify business impact of disruption and establishing dependencies, critical functions and priorities for recovery
- BIA report preparation and review for presentation to management
- Obtain management "buy-in" and support

Phase 3: Business Continuity Strategies

- Identify and evaluate applicable recovery strategies
- Forms of recovery available in terms of people, business, IT
- Identification of off-site storage requirements for data protection and survivability
- Evaluate viability and cost-benefits of alternative strategies
- Identify crisis management and recovery teams

Phase 4: Developing The Response Plan

- Plan Documentation - corporate & business process level
- Establish and documentation of response plans for critical department and functions
- Business recovery support functions

Phase 5: Establishing the Continuity Culture

- Develop and conduct BCM awareness and training program for staff
- Embedding BCM into corporate culture

Phase 6: Exercise, Maintenance & Audit

- Develop and conduct plan testing program
- Conduct tests to verify that completed plans are able to meet recovery requirements of organization
- Develop on-going maintenance program to keep BCP current
- Developing the audit checklist

Other information about this course :

This course has been run for more than 20 times in Singapore, Malaysia, China and Sri Lanka since 2003. The average rating for this course is 8.8/10, for 10 being excellent.

What past participants have said about this course:

* The best that I can get from the trainer, many past experiences as reference

* Good program for high level understanding of BCP, great tips shared with participants

* Definitely a very excellent presenter & the content of the program is comprehensive for general knowledge of BCP.

Upon completion of this course:

This course is an approved course by BCI, UK. Participants can apply for Affiliate of Business Continuity Institute upon completion of this course at no extra charge!

More information about BCI membership can be found in www.thebci.org OR email to BCP Asia at : enquiry@bcpasia.com

HIGHLY EXPERIENCED WORKSHOP LEADER

Mr. Henry Ee (FBCI, CBCP), Director, Business Continuity Planning Asia Pte Ltd

Henry Ee is the director of BCP Asia, who has been actively conducting and organising BCM and DR training in his 10 years of experience in this profession. Henry also provides consultancy services to BCP Asia's customers in the region. He is the country representative for China and Singapore for Business Continuity Institute (BCI) and is also professionally certified as a Certified Business Continuity Professional (CBCP) and a Fellow of BCI (FBCI). He has held senior positions in 2 international banks as Regional BCP Manager where he rolled out their BCM programme in Asia. He has been elected to sit in the BCI board in the 2006 BCI Board elections.