

# MASTERING ISO 22301:2019 FOR EFFECTIVE BUSINESS CONTINUITY PLANNING AND RESILIENCE MANAGEMENT

*“Build Resilience, Ensure Continuity”*

## Schedule

| Date             | Venue       | Fees (Face-to-Face)   |
|------------------|-------------|-----------------------|
| 02 – 06 Feb 2025 | Doha, Qatar | USD 3495 per delegate |

## Introduction

ISO 22301:2019 is the international standard for Business Continuity Management Systems (BCMS), providing a framework to ensure organizations can prepare for, respond to, and recover from disruptive events. This course will equip participants with the knowledge and practical skills to implement and manage a comprehensive BCMS in line with ISO 22301 standards. The training provides in-depth insights into resilience management and business continuity planning to help organizations mitigate risks and enhance operational stability.

Through a combination of theoretical knowledge and real-world examples, participants will gain expertise in assessing organizational vulnerabilities, creating business continuity strategies, and responding effectively to potential disruptions. The course is designed for professionals seeking to develop and enhance their skills in business continuity planning and resilience management

## Objectives

By the end of this course, participants will be able to:

- Understand the key principles and requirements of ISO 22301:2019.
- Develop and implement a robust business continuity management system (BCMS).
- Identify risks and assess the impact of disruptions on business operations.
- Create comprehensive business continuity plans (BCPs) for their organizations.
- Implement effective crisis communication strategies.
- Continuously monitor, test, and improve business continuity plans to ensure resilience.

## Why Attend

- Gain a comprehensive understanding of ISO 22301:2019 and its application in business continuity.
- Learn how to build a resilient business continuity management system tailored to your organization.
- Enhance your ability to respond and recover from business disruptions efficiently.
- Practical workshops and case studies will help you develop actionable BCMS strategies.
- Receive a globally recognized certification that enhances your career and credibility in business continuity management

## Target Audience

### This program is designed for:

- Business continuity managers and professionals responsible for BCP implementation.
- Risk management professionals.
- Crisis management and disaster recovery professionals.
- Organizational leaders seeking to enhance their company's resilience.
- Consultants advising on business continuity planning and crisis response.

## Individual Benefits

### Key competencies that will be developed include:

- Expertise in ISO 22301:2019 standards and business continuity management principles.
- Practical skills to implement and maintain a Business Continuity Management System (BCMS).
- Ability to conduct risk assessments and design recovery strategies.
- Enhanced problem-solving and decision-making skills in times of crisis.
- Improved crisis communication and leadership during disruptions.

## Organizational Benefits

### Upon completing the training course, participants will demonstrate:

- The ability to implement a tailored business continuity plan to ensure operational stability.
- Enhanced organizational resilience to withstand and recover from disruptive events.
- Knowledge of effective crisis management practices.
- Improved capability to reduce operational downtime and financial losses during disruptions.
- A proactive approach to risk management, reducing vulnerabilities to business disruptions.

## Instructional Methodology

### The course follows a blended learning approach combining theory with practice:

- **Strategy Briefings** – Deep dive into ISO 22301:2019, business continuity management principles, and BCMS frameworks.
- **Case Studies** – Real-world examples of successful BCMS implementation and crisis response.
- **Workshops** – Hands-on exercises to create business continuity plans, risk assessments, and recovery strategies.
- **Peer Exchange** – Group discussions on challenges and lessons learned in business continuity.
- **Tools** – Templates for BIA, risk assessments, business continuity plans, and crisis communication.



## Course Outline

**Detailed 5-Day Course Outline Training Hours:** 7:30 AM – 3:30 PM **Daily Format:** 3–4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

### Day 1: Introduction to ISO 22301:2019 and Business Continuity Planning

- **Module 1: Overview of ISO 22301:2019 (07:30 – 09:30)**

- Introduction to ISO 22301:2019 and its importance in business continuity management.
- Key principles and requirements of ISO 22301:2019.
- Overview of the BCMS lifecycle and its role in organizational resilience.

- **Module 2: Risk Management and Business Impact Analysis (BIA) (09:30 – 11:15)**

- Understanding the role of risk management in business continuity.
- Conducting a Business Impact Analysis (BIA).
- Identifying critical functions and processes in the organization.

### Day 2: Business Continuity Strategies and Plans

- **Module 3: Business Continuity Strategy Development (07:30 – 09:30)**

- Developing strategies to ensure business continuity.
- Aligning business continuity strategies with organizational goals.
- Understanding resource allocation for continuity planning.

- **Module 4: Crisis Communication and Incident Management (09:30 – 11:15)**

- Developing effective crisis communication strategies.
- Managing an incident response and escalation process.
- Coordinating with stakeholders during a crisis.

### Day 3: Testing, Monitoring, and Maintenance

- **Module 5: Testing and Exercising Continuity Plans (07:30 – 09:30)**

- Planning and conducting business continuity plan exercises.
- Identifying gaps and areas for improvement in the BCMS.
- Creating a testing schedule and methodology.

- **Module 6: Monitoring and Reviewing BCMS Performance (09:30 – 11:15)**

- Setting up monitoring and performance review mechanisms for the BCMS.
- Conducting periodic reviews of continuity strategies and plans.
- Ensuring continuous improvement of the BCMS.

### Day 4: Advanced Topics in Business Continuity

- **Module 7: Integrating ISO 22301:2019 with Other Management Systems (07:30 – 09:30)**

- Integrating BCMS with other standards (ISO 9001, ISO 27001).
- Understanding the synergies between management systems.
- Aligning business continuity with overall organizational governance.

- **Module 8: Regulatory and Compliance Requirements (09:30 – 11:15)**

- Understanding the regulatory environment for business continuity.
-

- Ensuring compliance with local and international continuity regulations.
- Preparing for audits and certification processes.

**Day 5: Finalizing and Implementing the BCMS**

- **Module 9: Implementing the BCMS (07:30 - 09:30)**
  - Steps to successfully implement the BCMS within the organization.
  - Roles and responsibilities of key personnel.
  - Ensuring stakeholder buy-in and communication during implementation.
- **Module 10: Continuous Improvement and Certification (09:30 - 11:15)**
  - Establishing processes for continuous improvement of the BCMS.
  - Preparing for certification and external audits.
  - Final assessment and action planning

**Certification**

Participants will receive a Certificate of Completion in **ISO 22301:2019 - Advanced Business Continuity Management System (BCMS)**. This certificate validates their expertise in **ISO 22301:2019** standards, business continuity management practices, and organizational resilience.

**Why Choose MAWA Events**

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

|                                                                                                                 |                                  |                                          |
|-----------------------------------------------------------------------------------------------------------------|----------------------------------|------------------------------------------|
| <b>In-House / Customized Training</b><br>Interested in running this course for your team?<br>Please contact us: | TEL:<br><br><b>+601116373203</b> | EMAIL:<br><br><b>info@mawaevents.net</b> |
|-----------------------------------------------------------------------------------------------------------------|----------------------------------|------------------------------------------|

© Material published by MAWA Events shown here is copyrighted. All rights reserved. Any unauthorized copying, distribution, use, dissemination, downloading, storing (in any medium), transmission, reproduction or reliance in whole or any part of this course outline is prohibited and will constitute an infringement of copyright.