

## BUSINESS CONTINUITY MANAGEMENT

*“Ensure organizational resilience by preparing, responding, and recovering effectively from disruptions.”*

### Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

► **Available delivery methods:** In-House Training

### Introduction

In today’s rapidly changing world, organizations face numerous risks—ranging from natural disasters and cyber threats to operational failures and pandemics. These disruptions can significantly affect business operations, reputation, and profitability. Business Continuity Management (BCM) provides a proactive framework to identify potential threats, minimize their impact, and ensure the continuity of critical operations during and after crises.

The Business Continuity Management course equips participants with the knowledge and tools to develop, implement, and maintain a robust business continuity plan (BCP). It introduces best practices, international standards (such as ISO 22301), and real-world techniques for effective risk assessment, crisis response, and recovery planning.

Through practical exercises, case studies, and interactive discussions, participants will learn how to build organizational resilience and safeguard operations, people, and assets against unexpected disruptions.

### Objectives

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

- Understand the principles and framework of Business Continuity Management.
- Identify and assess business risks, threats, and vulnerabilities.
- Conduct Business Impact Analysis (BIA) to prioritize critical operations.
- Develop and implement an effective Business Continuity Plan (BCP).
- Establish crisis management and emergency response structures.
- Coordinate disaster recovery (DR) and communication strategies.
- Test, maintain, and continuously improve continuity plans.
- Align BCM practices with international standards such as ISO 22301.

## Why Attend

In an era of uncertainty, organizations that plan ahead recover faster and maintain stakeholder trust. This course provides participants with a structured approach to preparing for, managing, and recovering from unexpected events. It enables professionals to build resilience into their organization's culture, ensuring minimal disruption and faster recovery during crises.

By attending, you will gain the skills and confidence to design and implement continuity frameworks that protect business operations, employees, and reputation, making your organization better prepared for the unexpected.

## Target Audience

This course is ideal for:

- Business Continuity and Risk Management Professionals
- Operations and Facility Managers
- IT and Disaster Recovery Teams
- Security and Safety Officers
- Compliance and Governance Officers
- Project Managers and Senior Executives
- Anyone responsible for business resilience or emergency planning

## Individual Benefits

- Learn to identify, assess, and mitigate operational risks effectively.
- Gain practical knowledge of building and maintaining a continuity plan.
- Improve leadership and crisis management capabilities.
- Enhance professional credibility with BCM expertise.
- Increase confidence in managing disruptions and recovery operations.
- Develop problem-solving skills applicable in high-pressure situations.

## Organizational Benefits

- Strengthen organizational resilience and preparedness.
- Reduce financial and reputational losses from disruptions.
- Ensure compliance with international standards and regulations.
- Protect employees, assets, and key business operations.
- Improve stakeholder and customer confidence.
- Support sustainable growth through proactive risk management.

## Instructional Methodology

The training combines theoretical learning with practical application to ensure a comprehensive understanding of Business Continuity Management.

The methodology includes:

- Interactive lectures explaining BCM frameworks and standards.
- Real-world case studies of business continuity and disaster recovery.
- Group exercises on risk assessment and business impact analysis.
- Hands-on sessions for developing continuity and recovery plans.
- Scenario-based simulations for crisis response and communication.
- Continuous feedback and knowledge-sharing sessions.

## Course Outline

### Module 1: Introduction to Business Continuity Management

- Understanding BCM concepts, benefits, and key terminologies
- Overview of international standards (ISO 22301)

### Module 2: Risk Assessment and Threat Identification

- Identifying internal and external risks
- Evaluating likelihood and potential impact

### Module 3: Business Impact Analysis (BIA)

- Identifying critical functions and dependencies
- Determining recovery priorities and time objectives

### Module 4: Developing the Business Continuity Plan (BCP)

- Framework and structure of an effective BCP
- Roles, responsibilities, and resource planning

### Module 5: Crisis and Incident Management

- Designing a crisis response structure
- Effective communication during emergencies

### Module 6: IT Disaster Recovery and Data Protection

- Integrating IT continuity and disaster recovery planning
- Backup, data management, and cybersecurity considerations

### Module 7: Testing, Training, and Maintenance

- Conducting plan exercises and simulations
- Monitoring, reviewing, and continuous improvement

### Module 8: Implementation and Certification Alignment

- Aligning BCM practices with ISO 22301 requirements
- Preparing for audits and compliance reporting

### Module 9: Capstone Activity

- Developing and presenting a comprehensive BCM plan

## Certification

Upon successful completion, participants will receive a Certificate of Achievement in Business Continuity Management. This certification acknowledges their ability to design, implement, and sustain a business continuity framework that ensures operational resilience and long-term stability.

## 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.

**In-House / Customized Training**

Interested in running this course for your team?

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