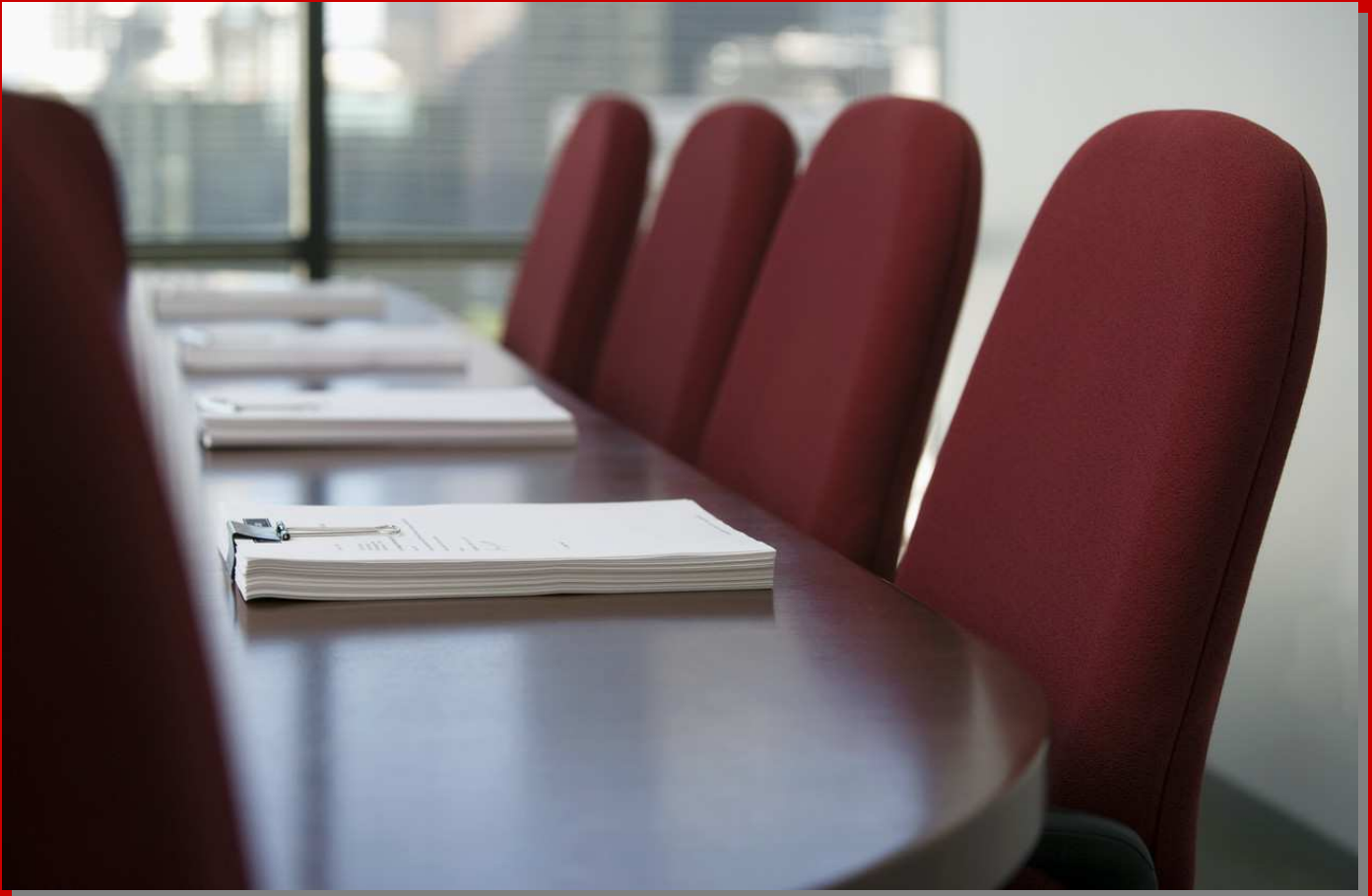


ECP-601: Effective Business Continuity Management



**Every Business Needs an *Effective* Business Continuity Plan
Plan now: before the unthinkable happens!**

- 1. ISO 22301: Plan-Do-Check-Act**
- 2. Best Principles PLUS Best Practices**
- 3. Detailed, Practical Methodologies**
- 4. Professional Certification Exam**

ECP-601: Effective Business Continuity Management

This course provides an intensive, hands-on workshop covering all major aspects for the design of an effective Business Continuity Program for business, government and not-for-profit organizations.

If you are responsible for creating or updating a BC Plan, this course will enable you to do your job.

Goals and Objectives for this Course

This workshop provides practical tools and techniques for creating and maintaining a Business Continuity Plan, and a comprehensive overview and understanding of BCP, its principles, methodologies, and best practices with a special focus on ISO 22301, the International Standard for BCM and the Plan-Do-Check-Act management cycle.

Length

3 days, 8:30 to 4:30 daily.

Audience

This course is designed for new or experienced BCM practitioners, consultants, executives, managers, business continuity planners and business unit staff who are involved with business continuity planning. It is also highly useful for internal and external auditors, security managers, records managers, information technology managers, crisis managers, senior IT staff, administrative heads, and others responsible for the administration of any organization.

Objectives

At the conclusion of this course, participants should:

- ✓ have a solid understanding of the overall Business Continuity Management lifecycle as it applies to the International BCM Standard ISO 22301
- ✓ have the tools and knowledge required to conduct a Business Impact Analysis and Risk Assessment for their organization
- ✓ know how to identify and select Business Continuity strategies for key business activities and ITDR
- ✓ know how to identify and select cost-effective strategies for key business activities and IT systems
- ✓ be able to guide their IT and business unit personnel through the development of practical and effective IT recovery and business recovery plans
- ✓ be able to implement an effective Incident Management structure within their organization, including Emergency Response and Crisis Management
- ✓ know how to keep their plans current and viable
- ✓ know how to plan and coordinate effective tests and exercises
- ✓ successfully sit the exam for the Certified Continuity Manager (CCM) professional designation

2017 Schedule

May 2-4 - Orlando
June 6-8 - Orlando
Sept 12-14 - Orlando
Sept 19-21 - San Diego
Oct 17-19 - Orlando
Nov 14-16 - Orlando

All courses are presented in ENGLISH, with English-language course materials.

Early Bird BONUS

The course fee is \$ 2,495 USD

EARLY BIRD BONUS:

Participants who register and pay at least one month before the course start date receive:

- ✓ 3 nights free accommodations at the course hotel
- ✓ Breakfast and lunch daily
- ✓ 16G BCM FlashDrive with over 4,000 BCM files, templates, etc

A 4-night option is also available.

The above fees apply only to the Early Bird discount period; please visit www.IBCT.com for more details.



Online Registration at <http://www.IBCT.com>

Day 1

Introduction to Business Continuity Planning

- ✓ Evolution of BC Planning
- ✓ Overview of ISO 22301: Plan-Do-Check-Act cycle

PLAN - Establish business continuity policy, objectives, processes and procedures

Context of the Organization

- ✓ Defining Scope of the Business Continuity Management System (BCMS)

Leadership

- ✓ Gaining Management Commitment
- ✓ Defining the Corporate BC Policy

Planning

- ✓ Organizational Risk
- ✓ BCMS Goals and Objectives

Support

- ✓ Establishing the Business Continuity team structure
- ✓ Developing an Awareness and Training Program
- ✓ Communicating in a Crisis

Day 2

DO - Implement and operate the business continuity policy, controls, processes and procedures

Business Impact Analysis

- ✓ Conducting a Business Impact Analysis
- ✓ Review of Impact Analysis tools

Risk Assessment

- ✓ Conducting a Risk Assessment
- ✓ Review of Risk Assessment tools

Analyzing the BIA and RA Data

- ✓ Collecting and Compiling the Data
- ✓ Analyzing the Data and Determining Options

Identifying Strategies to Reduce Risk and Impact

- ✓ Identifying Strategies to Reduce Risk and Impact
- ✓ Selecting Business Continuity Strategies

Disaster Recovery Planning

- ✓ Identifying critical IT systems, applications, and data
- ✓ Recovery Time Objectives (RTO) and Recovery Point Objectives (RPO)
- ✓ Test and manage changes to the Disaster Recovery Plan
- ✓ Strategies to ensure IT resiliency

Day 3

DO (cont'd)

Incident Response

- ✓ Emergency/Crisis Management Planning
- ✓ Developing an Incident Response Plan
- Business Resumption Procedures**
- Testing and Validating BC plans**
- Exercising the BCMS Teams**

CHECK

Monitor and review performance against business continuity policy and objectives

- ✓ Auditing and Evaluating BC plans
- ✓ Management Review
- ✓ Performing a GAP Analysis

ACT

Maintain and improve the BCMS by taking corrective action

- ✓ Maintaining and Administering BCP plans
- ✓ Continual Improvement
- ✓ Preparing your organization for ISO 22301 certification

OUR SUCCESS GUARANTEE

We guarantee that if you do not succeed on the CCM exam on your first attempt — for any reason — we will work with you and pay for any subsequent CCM exam retakes until you do pass — no questions asked!

Plus, we will provide you with unlimited access to online course materials, quizzes and CCM Exam preparation.



You Need to Become Certified



It is a fact of life today that you need to be certified in order to advance your career. It is not enough simply to know how to do the job; you have to be able to prove it through an independent 3rd party examination.

Drawing from the new International Standard ISO 22301, we believe this course "ECP-601: Effective Business Continuity Management" is the **very best** business continuity management training offered anywhere in the world.

You learn how to initiate and manage a comprehensive BCM project— from start to finish! In addition to "best principles", you also learn "best practices" - the "how to" develop and maintain effective Business Continuity plans.

And we will get you professionally certified as a Certified Continuity Manager (ISO 22301 Specialist)! Plus you also receive our Diploma in Business Continuity Management!

ECP-601 Effective Business Continuity Management covers:

- tools and techniques for conducting risk assessments and business impact analysis
- practical methodologies to design and manage effective continuity plans
- case studies to examine real life situations and their solutions
- guided study and group exercises to apply the lessons learned
- methodologies for creating a plan to support your business in the face of any critical incident.

You leave this course with our workbook and BCM software - hundreds of templates, files, spreadsheets, extremely detailed PowerPoint presentations etc. Participants also receive BIA and Risk Assessment templates and a complete and detailed business continuity plan with plan templates for their reference. And much more.

This course is fully accredited by the National Institute for Business Continuity Management to satisfy the experience requirement of the CCM designation. Even if you are brand-new to BCM, we can help you become Certified!

Completion of this course qualifies participants to sit the certification exam to become a **Certified Continuity Manager (CCM)**! IBCT has enjoyed virtually **100% success** preparing course participants for this exam.

A typical course participant has less than two years of experience in business continuity planning! They have been 'volun-told' into this new role and need to know how to successfully carry out these new duties.

The techniques and tools we provide are applicable to banking, insurance, manufacturing, health care, pharmaceuticals, telecommunications, federal, state and local government organizations, in addition to international corporations and agencies.

Participants leave this course with:

- ✓ Print and Electronic Versions of all Presentation Materials
- ✓ Excel Spreadsheet tools for Risk Assessments, Business Impact Analysis, and Strategy Evaluations, BC/ITDR Plan Word document templates plus a Word version of a comprehensive Business Recovery Plan from an actual organization
- ✓ Our famous 16G BCM FlashDrive containing over 3,500 additional software tools covering all aspects of Business Continuity Planning and IT Disaster Recovery
- ✓ Our Diploma in Business Continuity Management; and
- ✓ On successful completion of the CCM exam, the Certified Continuity Manager designation.

Bonus — Course fee includes CCM Exam

Are you planning to work in Business Continuity?

It is a fact that

Certification = Higher Pay.

Obtain your professional CCM certification and prepare yourself for the next level of your career— at no extra cost!