

Business Continuity

ERC Course E270

Course fee: \$295, includes all course materials

Class length, 2 days; class size limited to 28 students

Lead Instructor: Skip Lawver

Learning Outcomes

Upon completing the course, participants will have the knowledge and skills to plan for and manage business disruption events, preserve the integrity of the organization's business infrastructure; optimize temporarily restricted work flow components and prioritize operations to meet customer/mission requirements.

Course Description

The Business Continuity Planning course provides organization managers the information necessary to plan for, respond to, and recover from minor disruptions in operations preventing escalation, to a catastrophic event that may threaten full shutdown. Built upon the concepts of risk analysis and business impact planning, this course is designed to provide a foundation and guide to coordinated emergency response and event management during and after a disruptive occurrence. The training modules provide managers with critical decision making processes and key factors to be considered and evaluated.

Training Modules Covered

- Assessing needs for business continuity planning
- Making critical decisions during threatening/escalating circumstances
- Evaluating threats and vulnerabilities
- Creating Business Impact Analysis [a critical component]
- Health and safety hazards
- Critical asset and business unit analysis
- Communications and logistics
- Management critical incident scenarios and required activities/responses
- Developing and prioritizing comprehensive Business Continuity Plans
- Review of multiple exercises to test plan response and management

Who Should Attend

Senior Management
Information Technology Management
Operations Managers
Business Continuity Planning Staff
Logistics/Materials Management
Human Resources
Legal/Compliance

Security and Safety Managers
Vendor and Suppliers Managers
Environmental Compliance
Facilities Managers