

## COURSE OVERVIEW

Integrating Business Continuity Management into every organisation's operations is crucial. This course aims to provide learners the key focus areas in BCMS programme required to integrate into the business operations. It is essentially useful for the Business Leaders and Heads of Department and the BC champions to have a quick overview on the programme.

## COURSE OBJECTIVES

Upon completion of the course, learners will be able to:

- ⇒ Apply the use of key risk indicators of disruptive events during crisis
- ⇒ Understand to maximise the use of resources in order to support the business continuity plans
- ⇒ Understand the roles of the various plans used in conjunction with each other during crisis
- ⇒ Contribute to the directions of your Business Continuity Plans
- ⇒ Comprehend the components of Incident Response, Crisis Management and Business Continuity Plans

## COURSE AUDIENCE

- Newly appointed Business Continuity and/or Risk Managers
- Newly appointed Coordinators

## MODE OF ASSESSMENT

All learners are required to pass the following assessments to be deemed competent: Written Test (Open Book), Written Assignment, Oral Presentation

- ✓ Statement of Attainment (SOA) upon successful completion of course

Learners will receive :

- ✓ Access to BCP Asia eLearning platform (eLearning module should be completed before the classroom training date—around 3 hrs)

## COURSE OUTLINE

- ◇ Overview of the BCMS Programme and understand the Business Continuity Management Principles
- ◇ Utilise key risk indicators of disruptive events to inform and activate crisis response and recovery activities
- ◇ Prioritise the resources available in the organization to support business continuity plans
- ◇ Interpret crisis assessment documentation to contribute to business continuity plans
- ◇ Identify critical business functions and their inter-dependencies during disruptive events
- ◇ Identify and manage synergies between incident response plans, crisis management plans, business continuity plans and organizational operational plan during crisis.

## FEES

\* **COURSE FEE BEFORE FUNDING : SGD 650 (BEFORE GST)**

Type	WSQ Training Grant	You pay (after grants)	Absentee Payroll (AP)	You pay (after grants & AP)
SME	S\$ 455	S\$ 195 + GST	Up to S\$ 54	S\$ 141 + GST
Non-SME	S\$ 325	S\$ 325 + GST	Up to S\$ 54	S\$ 271 + GST
	S\$ 455 <sup>#</sup>	S\$ 195 + GST	Up to S\$ 54	S\$ 141 + GST

<sup>#</sup> For Singapore Citizen, aged 40 & above

\* Term & Conditions apply, based on non-WTS costing

\* Absentee Payroll only applicable for courses conducted during working hours