

ISEB Practitioner Certificate in Business Continuity Management (PCBCM)



Duration: 5 days

Deliverables

On completion of this course delegates will be able to demonstrate their competence in, and their ability to:

- Explain the need for business continuity management (BCM) in all organisations
- Define the business continuity lifecycle
- Conducting business continuity programme management
- Understand their organisation sufficiently to identify mission-critical impact areas
- Determine their organisation's business continuity strategy
- Establish a business continuity response
- Exercise, maintain and review plans
- Embed business continuity in an organisation
- Define terms and definitions appropriate to business continuity

BCS ISEB Examination

After taking the course delegates will be able to sit a formal 3 hour examination set by BCS ISEB.

The examination will comprise:

Section 1:

10 multiple choice questions

6 short answer questions

Section 2:

3 scenario based essay style questions.

Students will need to obtain a pass mark of at least 65% in Section 1 and an overall pass mark of 65% or more to pass the examination.

This course covers the BCS/ISEB Practitioner Certificate in Business Continuity Management. The course closely follows the approaches recommended in the BS 25999-1: A Code of Practice for Business Continuity Management.

The course will enable delegates to confidently sit the BCS/ISEB "Practitioner Certificate in Business Continuity Management" examination.

Who should attend?

The course will primarily benefit those already involved in the areas of business continuity management including business managers responsible for operational functions.

Pre-requisites

Candidates should ideally have 1 -2 years experience in business continuity management. If prospective delegates are uncertain about whether they meet course pre-requisites, they should contact the Training Manager at URM.

Course style

This is a 'Practitioner' course and leans heavily on discussions and workshop exercises designed to reinforce the concepts being taught and to build the delegates confidence in implementing business continuity management. The course is also designed to encourage debate and the sharing of knowledge and experience between delegates.

Comments from previous delegates

- "Thoroughly enjoyed the course, couldn't want for a better tutor. I felt prepared for the exam and learnt an awful lot."
- "Very interesting and useful. Even though I'm experienced in BCM, and most of the content was not new, the course still widened my knowledge. The exam prep was good, I couldn't have done anymore. Trainer was great."
- "I had a brilliant week, and I have learnt so much! I didn't realise how much I would get out of the course, so much material for me to expand upon and take back to the office, a great group of people and some fantastic networking opportunities."

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Benefits

By the end of the course, delegates will have a detailed understanding of all the key components of business continuity management and be able to return to their organisation and make a significant contribution to the business continuity management process.

Delegates will benefit from the practical and extensive experiences of URM's trainers who are practising business continuity management and BS 25999 specialists.

Exercises:

- Carry out a high-level Business Impact Analysis
- Produce a high-level statement of continuity requirements
- Carry out a high-level risk assessment
- Prepare a high-level business continuity plan
- Prepare a schedule of tests adding complexity over a defined time period covering the disaster recovery and business continuity plans for an organisation
- Prepare a high-level business continuity awareness campaign



Course Topics

Introduction to business continuity management

- The need for business continuity management
- The context of business continuity management in the organisation
- Review of risk management fundamentals
- The business continuity lifecycle

Business Continuity programme management

- Governance
- Implementation and reporting
- Involvement of third parties
- Documentation

Understanding the Organisation

- The identification of mission-critical impact
- Business impact analysis
- Horizon scanning
- Continuity requirements
- Risk assessment
- Evaluation of options
- Business cases and programme sign off

Determining the business continuity strategy

- Strategic options
- People
- Premises
- Processes and procedures
- Technology
- Information
- Supply chain
- Stakeholders
- Civil emergencies

Business continuity response

- Overall business continuity response structure
- Types of plan
- Incident management plans
- Business continuity plans
- Disaster recovery plans
- Business resumption plans

Exercising, maintenance and review

- Exercising and testing of plans
- Maintenance of plans
- Review of plans

Embedding business continuity awareness in the organisation

- Overall awareness
- Skills training

Course Cost

Please contact 0118 902 7453
info@ultimariskmanagement.com

Location

The training takes place at a dedicated training centre in Wyboston Lakes, Bedfordshire.

To register

For all enquiries, including dates please contact 0118 902 7453
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