



Getting the balance right

2 Day ISO 22301:2012 Implementation Course

Course Topics

The purposes, requirements and objectives of ISO 22301 and ISO 22313 (Guidance Standard)

- Understanding the Standards
- Management system requirements
- Integration with other Standards

Overview of 'Plan-Do-Check-Act' model of continuous improvement

- Reviewing required actions at each of the 4 phases

Scoping

- Deciding on what to include and exclude in project scope

Conducting an ISO 22301 compliant business impact analysis (BIA) and risk assessment

- Activities and aspects of a BIA that must be included
- Considering business continuity risks
- Interpreting results and deciding on acceptable risks/risk treatment

Selecting and implementing appropriate strategies

- Determining strategies to support business recovery and business resilience.

Plans

- How many and what should they contain
- Effective implementation

Developing, implementing and maintaining a compliant BCMS.

- The fundamentals of a management system as required by ISO 22301

The ISO 22301 certification process

- Objectives of different assessment stages
- What the certification body will expect to see

This two day course is aimed at those organisations which are planning to, or are in the process of, complying or certifying to ISO 22301:2012, the British Standard for Business Continuity Management and are looking to implement a robust system ensuring the ongoing availability of business operations. The objective of the course is to provide clear and practical guidance on how to both implement and maintain an ISO 22301 certified business continuity management system (BCMS), which is aligned with the organisation's business objectives. The course is a combination of PowerPoint presentations, class discussions and practical exercises. The focus is on providing an informal and interactive environment conducive to learning.

By the end of the two days, delegates will be able to document their project scope and produce a high level project plan which identifies timescales, milestones and resource requirements.

Who should attend?

This course is suitable for anyone who is, or will be involved in, implementing ISO 22301 within their organisation and is looking for practical guidance based on real world experience of practising consultants.

Why URM?

URM's consultants have assisted many organisations, from a wide range of industry sectors, to achieve and maintain certification with the Standard. URM is also certified to ISO 22301 itself. As such, URM's trainers (who are all practising consultants) have a wealth of experience to call upon.

Further Information

For all enquiries, on both public and closed on-site courses please call 0118 902 7453 or email info@ultimariskmanagement.com or visit www.ultimariskmanagement.com