

BCP

Business Continuity Plan

Course Outline



TARGET AUDIENCE

The target group for this training include:

- Senior Management such as CEO's, GM, Country Managers etc
- Corporate / Business Support Team members
- Incident / Crisis Management Team members
- Logistics or Administration Section Chiefs
- HSE Managers or Emergency Procedure custodians
- Anyone involved in the Business Continuity process within a company



INTRODUCTION

Business Continuity Planning (BCP) is the process involved in creating a system of prevention and recovery from potential threats to a company. The plan ensures that personnel and assets are protected and are able to function quickly in the event of a disaster or emergency.

Emergencies demand a coordinated response backed by robust procedures to ensure effective support for front line emergency managers and to maintain business continuity. Whilst most companies have in place programs to train their site or field emergency management and response teams, the onshore/offsite and corporate support teams are very often not trained in the specific skills needed to coordinate support for the emergency and, to maintain business continuity during a both during and after a crisis situation.

Upon completion of the training the attendees will be able to:

- Identify the classification and appropriate Team response structure when supporting a crisis
- Identify crisis situations that could occur within a company that would affect Business Continuity
- Identify two types of Crisis Timelines
- Identify common categories of business disruption
- Identify the purpose of a BCP
- Identify key considerations a BCP should include
- Identify a typical process flow for BCP activation
- Explain key definitions associated with the Risk Management process
- Identify typical requirements for testing, maintenance and review of a BCP

Please contact us for additional information, options or a formal quotation.

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