

## CBCP (Certified Business Continuity Professional)

*Accra (Ghana)*

*3 - 14 February 2025*

UK Training

# PARTNER



## CBCP (Certified Business Continuity Professional)

Code: LM28 From: 3 - 14 February 2025 City: Accra (Ghana) Fees: 5600 Pound

### Introduction

The Certified Business Continuity Professional CBCP certification is a globally recognized credential that validates an individual's expertise in business continuity planning, disaster recovery, and crisis management. This comprehensive training course provides participants with the in-depth knowledge, skills, and strategies necessary to create, implement, and optimize business continuity and disaster recovery plans in line with global best practices and standards.

In the face of increasing business complexities, cyber threats, and natural disasters, robust business continuity plans are essential for ensuring an organization's ability to recover swiftly from disruptions and maintain organizational resilience. This extended course covers every aspect of Business Continuity Management BCM and Disaster Recovery DR, ensuring preparedness and resilience across the entire organization.

### Course Objectives

- Understand the BCM Framework - Gain a deep understanding of the components of a Business Continuity Management System BCMS, aligned with international standards such as ISO 22301.
- Develop Comprehensive Business Continuity Plans - Learn how to design, implement, and sustain effective, scalable business continuity and disaster recovery plans.
- Conduct Risk Assessments & Business Impact Analyses BIA - Execute Business Impact Analyses BIA and Risk Assessments RA to identify vulnerabilities and critical dependencies.
- Implement Crisis Management Strategies - Develop decision-making, communication, and leadership skills for effective crisis management.
- Establish and Test Recovery Strategies - Design robust recovery strategies for infrastructure, systems, and personnel while ensuring compliance with Recovery Time Objective RTO and Recovery Point Objective RPO metrics.
- Ensure Compliance and Governance - Align business continuity efforts with regulatory requirements, industry standards, and governance frameworks.
- Build a Resilient Organizational Culture - Integrate resilience principles into the organization's culture for sustained preparedness and response capabilities.

### Course Outlines

#### Day 1: Foundations of Business Continuity Management BCM

- Overview of Business Continuity and Disaster Recovery.
- The Importance of BCM in a Globalized and Risk-Prone World.
- Key Concepts, Terminology, and Standards ISO 22301, ISO 27001.
- Governance, Frameworks, and Methodologies for BCM.
- Establishing a Business Continuity Management System BCMS.

The logo for UK Training Partner features the text 'UK Training' in a smaller font above the word 'PARTNER' in a large, bold, black font. The background of the logo is a stylized chessboard with several chess pieces (a king, a queen, and a pawn) in gold and silver, set against a background of concentric circles.

## Day 2: Governance, Policies, and Frameworks

- Developing and Formalizing BCM Policies and Procedures.
- The Role of Leadership and Governance in BCM Success.
- Integrating BCM into Enterprise Risk Management ERM.
- Mapping Organizational Objectives to BCM Goals.

## Day 3: Risk Assessment and Business Impact Analysis BIA

- Conducting Risk Assessments: Tools and Techniques.
- Business Impact Analysis BIA: Identifying Critical Functions and Dependencies.
- Assessing Organizational Vulnerabilities and Threats.
- Prioritizing Risks and Developing Strategies for Continuity.

## Day 4: Strategy Development and Resource Planning

- Crafting Recovery Strategies for IT and Business Operations.
- Identifying Resource Needs: Personnel, Infrastructure, and Financial Requirements.
- Aligning Recovery Strategies with Organizational Priorities.
- Developing Risk Treatment and Contingency Plans.

## Day 5: Business Continuity Plan Development

- Structuring and Documenting Comprehensive Business Continuity Plans.
- Developing Scenario-Based Contingency Plans.
- IT Disaster Recovery Planning IT DRP.
- Ensuring RTO and RPO Alignment with Business Objectives.

## Day 6: Crisis Communication and Stakeholder Management

- Designing Crisis Communication Plans.
- Managing Stakeholder Expectations During Disruptions.
- The Role of Media and Public Relations in Crisis Scenarios.
- Decision-Making Under Pressure: Leadership in Crisis.

## Day 7: Testing and Exercising Business Continuity Plans

- Developing Protocols for Plan Testing and Exercises.
- Conducting Tabletop and Full-Scale Simulation Drills.
- Analyzing Results and Implementing Improvements.
- Key Performance Indicators KPIs and Metrics for Measuring Plan Effectiveness.

## Day 8: Continuous Improvement and Plan Maintenance

- Establishing Protocols for Regular Plan Reviews and Updates.
- Adopting Agile Principles in BCM for Adaptability.
- Addressing Emerging Risks and New Threats.
- Leveraging Technology and Automation in BCM Maintenance.

## Day 9: Compliance and Industry Standards

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a knight) positioned on it. The board is white and black, and the pieces are gold and silver. The text 'UK Training PARTNER' is overlaid on the board.

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- Business Continuity and Regulatory Compliance GDPR, HIPAA, etc..
- Aligning with International Standards ISO 22301, NIST.
- Auditing and Assessing the Effectiveness of BCM Programs.
- Managing Third-Party Risks and Dependencies.

#### Day 10: Embedding Resilience and Certification Preparation

- Cultivating a Culture of Resilience Across the Organization.
- Change Management and BCM Integration.
- Preparing for the CBCP Certification Exam: Tips and Strategies.
- Final Review, Q&A, and Next Steps for Professional Development.

### Why Attend This Course: Wins & Losses!

- Develop expertise in Business Continuity Management and Disaster Recovery, making you a key player in your organization's crisis management strategy.
- Learn how to apply international standards like ISO 22301 to enhance your organization's resilience.
- Prepare for the CBCP certification exam, giving you a globally recognized credential that will advance your career in BCM.
- Gain the ability to respond to crises effectively and design recovery strategies that protect the organization's assets.
- Strengthen your organization's ability to recover swiftly from any disruption through hands-on, practical training.

### Conclusion

This comprehensive training course provides a unique opportunity to develop essential skills in Business Continuity Management and Disaster Recovery, ensuring that you are equipped to face future challenges and build organizational resilience.

Upon completing the course, you will be prepared to pass the CBCP certification exam, earning global recognition for your ability to handle crises and develop effective recovery strategies.

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