

Business Continuity Management / Disaster Recovery

An Executive Briefing

Description:

Business Continuity Management (BCM) has become a high-priority issue for management. BCM is not just about recovery from a disaster such one caused by fire or flood or the failure of IT systems. It can also be about the collapse of a key supplier or customer, about fraud, unethical operations and about reputation management.

Surveys continue to show that most companies still do not have adequate business continuity plans and of those that do have plans many have never been tested or exercised. There is considerable pressure on organisations to improve this situation.

This pressure arises from:

- ✧ regulatory and legislative requirements
- ✧ the obligations on directors and executive management to ensure compliance with corporate governance requirements
- ✧ insurance companies insisting that proper strategies and plans are in place before they will provide cover customers seeking continuity of supply from key suppliers
- ✧ a variety of threats which could have very serious implications ranging from terrorism to an influenza pandemic.

This Briefing is designed to give attendees an appreciation of the topic. It addresses the subject from a broad business perspective and the objective is to inform both senior management and those responsible for the BCM function on the key issues and on how to approach BCM in their organisations.

Audience:

This Briefing is suitable for executives who need to understand something about the nature and scope of BCM. It is also suitable for personnel who have been tasked with developing business continuity and disaster recovery plans and for those who have a particular interest in ensuring that BCM /DRP is being adequately addressed – e.g. CFOs, CIOs, HR Directors, Internal Auditors, and Compliance, Health & Safety, Insurance and Security personnel.

BCM applies to every organisation in both the public and private sectors. Apart from commercial companies it is relevant to:

- ✧ government departments
- ✧ public utilities
- ✧ local authorities
- ✧ education
- ✧ healthcare
- ✧ voluntary bodies, charities, and sporting bodies.

On completion of this Briefing delegates will:

- ✧ Have an appreciation of what BCM is and of how it should be approached in an organisation.
- ✧ Be aware of the various phases of a BCM programme and of how IT Disaster Recovery Planning fits into the overall approach.

Objectives:

- ✧ Be in a position to ask the relevant questions to ascertain the status of BCM in their organisations.
- ✧ Know why BCM is an essential activity and be in a position to sell the concept to management colleagues.
- ✧ Be aware of the different approaches available, their strengths and weaknesses, and the pitfalls to avoid.



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Duration: *Half Day*

Content: **What is BCM?**
Definitions.
Evolution.
Emerging standards.
Relationship with Risk Management.
Relationship with IT DRP.

Why is BCM Essential?
Regulatory Requirements.
Turnbull.
Data Protection.
Confidence of suppliers and customers.
Reputation.
Insurance.

What is the Status of BCM in your Organisation?

Features of Good BCM.

Getting Started.
Awareness.
Responsibility.
Organisation.
Reporting.
Business Impact Analysis.

Preparing the Plan.
Approach.
Types of plans.
Use of templates.
Significance of IT.
Relationship with the Emergency Services.
Features of a good plan.

It is not finished when the Plan is produced.
Updating.
Exercising.
Training.
Measuring status / progress.
Audit / Review.



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