



**The Introduction Course
Business Continuity
Management Foundation is a
product of BCM Academy
Educational Services**

Business Continuity Management Foundation

The 5 day BCI-course, which is developed by the BCM Academy, is based on the BCM Life Cycle as used in the BS25999 and the BCI 'Good Practice Guidelines'. The theoretical framework will be shown in 5 modules and the practice of the different stages of the Life Cycle will be addressed. The training leads to a level which is required for the BCI Associate Membership.

Besides following the entire course, it is also possible to subscribe for single modules.

Content

Module 1 – Policy, Process/Programme Management and Culture

This module gives an 'overview' of the Life Cycle, the components of the BCM Policy, tasks and responsibilities, the creation of a BCM culture, awareness and education.

Module 2 – Vision of the organization (BIA and risk-inventory)

The module 'Vision of the organization' begins with the purpose of this stage in the BCM Life Cycle. Next topics will be treated: terms within the Business Impact Analysis (BIA), the BIA process on topics, the business-means-analysis and the risk inventory.

Module 3 – Selection of BCM controls

The third module describes several possibilities for realizing continuity-measures, the basic draft and the way in which they will be realized.

Module 4 – Development and implementation of the BCM measures.

Several BCM measures are shown in the fourth module: alarming and escalation, the realization of employee-safety, crisis management, continuity plans, the construction of the organisation and the necessary procedures.

Module 5 – Testing, maintenance and audit

In the last section treats the various forms of testing, maintenance of BCM and audit measures in the BCM process. The course is, in addition to the theoretical framework, a space for practical exercises and group discussions. The break-outs into small groups form an interactive environment which invites to share knowledge.

Number of Participants

All BCM Academy courses take place in small groups. The group size is adjusted to the goal and content.

Duration

5 consecutive days
from 9:00 AM until 5.30 PM

Rate

Inclusive one-year Complementary BCI Affiliate membership, education-material and catering € 2.495 excl. VAT (excl. dinner & hotel)

Dates 2010

To be announced and upon request

Location

BCM Academy trainings take place at the BCM Academy Insight Center, Bijenstraat 16-17, Ghent (Sint-Denijs-Westrem). The Insight Center is an inspiring and authentic environment which is based on the Academy Model.

Contact

For further and additional information, please contact BCM Academy at +32 (0)9 220 20 96, info@bcmacademy.be www.bcmacademy.be

Our general delivery terms apply to all BCM Academy trainings.

The Academy Model

'Inspiration comes standard'

The BCM Academy courses are held in an exciting and active environment. You will not get an overload of information, but a precise balance between relevant theory and practice.

The use of case studies, the contribution of content matter experts and continuous interaction allow an approach from different angles.

The academy model guarantees an optimal adoption of knowledge and information by a well-balanced approach of theory, practice, didactics and the guarantee of direct applicability in the home environment.

All trainers and coaches of BCM Academy are BCI certified and are selected on the basis of thought leadership and best in class.

During the executive course you will receive an exclusive participation in the BCM Community Of Practice. BCM Academy offers you support by feedback, case studies, research information, models, tools and member dialogues.

The training material that you receive at the beginning of the course gives an overview of the "principals" so that you can drill down on the matter, even after the training-days.

Content & Subjects

Besides the theoretical frame there is also space for some practical exercises and group discussions.

Education material

The education material consists of handouts of the subject material and the 'BCI Good Practice Guidelines chapter', which is additional to the training and which can be used for the preparation of the BCI examination of the Associate Membership.

Certification

Participants receive a 1 year BCI Affiliate membership. Please contact us if you want to participate at the BCI Associate Membership examination.

Programme

The 5 day-programme is intensive and inspiring. In the 5 succeeding days, content matter experts will present you the total theoretical frame which will be supported by case studies, practical tasks and multimedia presentations.

Your profile

The training is intended for BCM professionals who would like to drill down on their awareness and for those who are interested in the BCM Life Cycle.

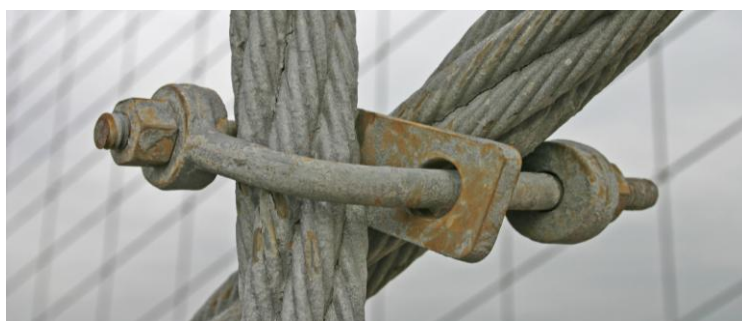
The training is also available for employees working in organisations which are dealing with BS25999 or who would like to get certified for it.

There is no BCM experience required.

BCI Affiliate Membership

When finishing the training, BCM Academy offers you a 1-year 'complementary Affiliate Membership' for the BCI.

The BCI, the Business Continuity Institute, strives for the recognition, the distinction and the qualification of professionals in the domain of Business Continuity Management and is represented in 45 countries. Through the BCI Membership you will participate in a worldwide network for one year and you will get the access to exclusive publications, products and services.



"Risk is developing by not knowing what you are doing."

**Warren Buffett 1930 -,
American entrepreneur and investor**