



THE UNIVERSITY OF TRINIDAD AND TOBAGO

PROFESSIONAL EDUCATION UNIT (PEU) HEALTH AND SAFETY DEVELOPMENT SERIES BUSINESS CONTINUITY MANAGEMENT

OUTLINE:

This course provides a basic introduction to business continuity management. It is aimed to improve an organization's resilience by identifying, in advance, the potential impacts of a wide variety of sudden disruptions of critical processes and its ability to recover or survive significant losses.

It highlights the key elements to ensure business resilience, providing the process for developing, executing and evaluating a Business Continuity Plan (BCP) using a case study approach.

CONTENT

- Understand the Business Continuity Process.
- Become aware of the Business Continuity Management Policy.
- Understand the importance of Project Initiation and Management.
- Appreciate the Development of Risk Assessment (RA), Evaluation and Control.
- Conduct Initial Review and Business Impact Analysis.
- Develop the Business Continuity Plan Strategies.
- Review Business Continuity Arrangements.
- Carry out BCP Testing and make Training arrangements.
- Understand the Business Continuity Audit Process.
- Become aware of Emergency Response and Operations.
- Develop and implement Business Continuity Plans.
- Assess the level of Business Continuity Awareness and Training.
- Maintain and Exercise Business Continuity Plans.
- Understand Public Relations and Crisis Management.

DURATION:

FEBRUARY 27 & MARCH 6, 2010
Saturdays Only
(8:00 am - 4:00 pm)

VENUE:

The University of Trinidad and Tobago
Pasea Campus,
Corner Churchill Roosevelt Highway &
Pasea Main Road, Tunapuna.

FEE:

TT\$2,000.00 inclusive of course material and lunch.

CERTIFICATION:

Participants will be awarded a Certificate of Achievement.

PLEASE CONTACT:

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