

## TRAINING

### ACL 101 Foundations Concepts and Practices

ISO 22301 Lead Implementer training course enables you to develop the necessary expertise to support an organization in establishing, implementing, managing and maintaining a Business Continuity Management System (BCMS) based on ISO 22301. During this training course, you will also gain a thorough understanding of the best practices of Business Continuity Management Systems and be able to provide a framework that allows the organization to continue operating efficiently during disruptive events.

After mastering all the necessary concepts of Business Continuity Management Systems, you can sit for the exam and apply for a “PECB Certified ISO 22301 Lead Implementer” credential. By holding a PECB Lead Implementer Certificate, you will demonstrate that you have the practical knowledge and professional capabilities to implement ISO 22301 in an organization.

## OBJECTIVES

- ❖ Acknowledge the correlation between ISO 22301 and other standards and regulatory frameworks
- ❖ Master the concepts, approaches, methods and techniques used for the implementation and effective management of a BCMS
- ❖ Learn how to interpret the ISO 22301 requirements in the specific context of an organization
- ❖ Learn how to support an organization to effectively plan, implement, manage and maintain a BCMS
- ❖ Acquire the expertise to advise an organization in implementing Business Continuity Management System best practices

## IN DETAILS

Who should attend:

- ❖ **Managers or consultants involved in Business Continuity Management**
- ❖ **Expert advisors seeking to master the implementation of a Business Continuity Management System.**
- ❖ **Individuals responsible for maintaining conformance with BCMS requirements**
- ❖ **BCMS team members**

**Duration: 5 Days - Training course in an online or on-site style setting**

**How Much: \$990**

## Course Outline

### Day 1 | Introduction to ISO 22301 and initiation of a BCMS

- Course objectives and structure
- Standards and regulatory frameworks
- Business Continuity Management System (BCMS)
- Fundamental concepts and principles of Business Continuity Management Systems
- Initiating the implementation of a BCMS
- Understanding the organization
- Analysis of the existing management system
- BCMS scope

### Day 2 | Plan the implementation of a BCMS

- Leadership and commitment
- BCMS policies
- Organizational structure
- Documentation management
- Competence and awareness
- Business Impact Analysis (BIA)
- Risk assessment

### Day 3 | Implementation of a BCMS

- Business Continuity strategy
- Protection and mitigation measures
- Business Continuity plans and procedures
- Incident response plan
- Emergency response plan
- Crisis management plan
- IT Recovery plan
- Restoration plan
- Communication plan

### Day 4 | BCMS monitoring, measurement, continuous improvement and preparation for a certification audit

- Test and exercises
- Measurement and monitoring of the BCMS
- Internal audit
- Management review
- Treatment of non-conformities
- Continual improvement
- Preparing for the certification audit
- Competence and evaluation of implementers
- Closing the training

Learn more about what you can accomplish with PECB Certified ISO 22301 Lead Implementer

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Visit our website at [rhythexconsulting.com](http://rhythexconsulting.com), [rhythexconsultingghana.com](http://rhythexconsultingghana.com) | Email us at [info@rhythexconsulting.com](mailto:info@rhythexconsulting.com), [info@rhythexconsulting.com](mailto:info@rhythexconsulting.com)