Business Continuity & Crisis Management

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5 days training course

For detailed information on training course dates, please click the link:

Business Continuity & Crisis Management.

Course Introduction:

This Business Continuity & Crisis Management course is designed to provide professionals with the knowledge and tools necessary to manage business continuity and effectively respond to crises. The training focuses on strategic crisis management, the importance of a Business Continuity Plan (BCP), and the critical aspects of crisis communication and decision-making. Participants will learn how to assess risks, develop and implement continuity plans, and lead their organizations through unexpected disruptions.

Course Objectives:

By the end of this course, participants will be able to:

- Understand the differences between crisis management and business continuity planning.
- Assess organizational risks and apply crisis management strategies.
- Develop and implement effective business continuity plans (BCP).
- Navigate the human factors and communication challenges in crises.
- Utilize international standards and frameworks for business continuity management.
- Apply strategies for post-crisis recovery and improvements.

Who Should Attend:

This course is ideal for professionals involved in crisis and continuity management, including:

- Business Continuity Managers
- Disaster Recovery Managers
- Crisis Management Executives
- Emergency Management Professionals
- Senior Managers and Operations Managers
- Individuals interested in learning how to respond effectively to crises.

Course Outline:

Day 1: Understanding Business Continuity & Crisis Management

- Defining strategic crisis management and its relevance to organizational success.
- Identifying various risks and how they impact business operations.
- The value of Business Continuity Planning (BCP) for organizations.
- Exploring the necessity of BCP: Key benefits and challenges.
- The role of crisis management and the need for proactive planning.

Day 2: Risk Assessment and Business Continuity Planning

- Examining the difference between crisis management and business continuity planning.
- Do you need a Business Continuity Plan? A discussion on the necessity and benefits.
- Reviewing real-world examples of crises and effective responses.
- Key considerations when designing a BCP program.
- The role of electronic risk monitoring platforms in crisis management.
- Overcoming obstacles to effective BCP, including "The Human Factor."

Day 3: Developing and Implementing a Business Continuity Plan

- Steps to creating a comprehensive and effective Business Continuity Plan.
- How to communicate effectively during a crisis.
- Guidance on program structure, ownership, and evaluation for sustainability.
- Understanding international standards for crisis management.
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Day 4: The PDCA Model and BCP Implementation

- The PDCA (Plan-Do-Check-Act) model in the context of business continuity.
- Organizational context: Aligning BCP with overall business strategy.
- Defining ownership, accountability, and leadership roles in crisis management.
- Planning, support, and operations for an effective BCP.
- Performance evaluation and continuous improvement of BCP systems.

Day 5: Post-Crisis Recovery and Action Plan

- Actionable templates for developing a robust BCP.
- Best practices for organizational recovery after crises.
- The "Fast-Track" Business Continuity Plan: Key steps to expedite recovery.
- Bringing it all together: Finalizing plans and ensuring future crisis preparedness.

DOCUMENTATION

The **MTC team** has meticulously prepared **high-quality training materials** for distribution to all delegates.

CERTIFICATES

An **accredited Certificate of Completion** will be awarded to participants who successfully attend and complete the program.

SCHEDULE

Course sessions are scheduled as follows:

- **Morning Session:** 09:00 AM – 1:00 PM
- **Afternoon Session:** 01:00 PM – 05:00 PM

REGISTRATION & PAYMENT

To register, please complete the **registration form** available on the course page and submit it with your **preferred payment method**. Alternatively, you can contact us via **email or WhatsApp** for assistance.

TRAVEL & TRANSPORT

We ensure a **seamless travel experience** by providing **airport-hotel-airport** transfers for all participants.