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Business Continuity, Auditing Plans Using ISO22301

Transforming
Business *for* Good

ACS REGISTRARS ISO 29990

ACS REGISTRARS ISO 9001

ilm Approved Centre

Registered Education Provider

Project Management Institute

bci Business Continuity Institute Corporate Partnership

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Course content

Why Choose Business Continuity, Auditing Plans Using ISO22301 Training Course?

How should you ensure that your organization continues to operate as effectively and efficiently as possible under unforeseen or unprecedented circumstances? Business Continuity Planning is essential to ensure that your operations continue despite the occurrence of currently foreseen or unforeseen hazards.
The international standard for business continuity management ISO 22301 specifies requirements to plan, implement, monitor, review, maintain and continually improve a management system to protect against, reduce the likelihood of occurrence, prepare for, respond to, and recover from disruptive incidents when they arise.
Part of implementing such a Business Continuity Management System (BCMS) is putting in place plans for auditing your management system to ensure that it is effective, that it will work when we need it.
This popular Business Continuity, Auditing Plans Using ISO22301 training course will support you to develop your approach for implementing and auditing a Business Continuity Plan.

This training course will feature:

The need for Business Continuity Management
Dangers & Best practices
The requirements of ISO 22301
Building an effective Business Continuity Management System (BCMS)
How to Audit a BCMS

What are the Goals?

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

Appreciate the need for, dangers and best practices associated with Business Continuity Management
Understand the requirements contained within ISO 22301and the relationship between ISO 22301 and other standards
Support the implementation of an effective Business Continuity Management System (BCMS)
Develop Business Continuity Auditing Plans and apply ISO 22301 requirements to auditing a BCMS
Champion Business Continuity Management at all levels within the organisation
Who is this Training Course for?

The course is intended primarily for managers and practitioners concerned with Business Continuity Management, as well as designated Risk Champions. Business Continuity is an imperative that we should all understand.

This training course is suitable to a wide range of professionals but will greatly benefit:

Business Continuity & Risk Managers
Section heads, managers, Team leaders, supervisors
Internal Auditors & Compliance Managers
Project, purchasing, finance & production managers and technical professionals
Planners & Board of directors

Course content

Course Outline

Day One: Business Continuity Management

Principles of Business Continuity Management
The Case for Business Continuity Management
The relationship between BCMS and the compliance with the other Risk Management requirements
Business Continuity Management Systems (BCMS)
Identifying key stakeholders and gaining their support and input
Delegates' organizational evaluation

Day Two: ISO 22301

Implementation of an effective BCMS
Understanding the requirements in ISO 22301
The relationship between ISO 22301 and other standards
Implementation of a BCMS in accordance with ISO 22301 & ISO/IEC 27031
Business Impact Analysis (BIA) and Risk Assessment
Organizational review

Day Three: Audit Planning

Approaches to management systems auditing
Types of systems audits & the role of the internal auditor
Audit planning & execution
Use of checklists
Opening & closing meetings
Special features in BCMS auditing

Day Four: Auditing

Audit questions and questioning
Non-Conformity Reporting
Audit reporting
Closing out nonconformities
Adding additional value
Role play exercises

Day Five: Practical Considerations

Defining priorities & proportionality to risk
Identifying training needs
Avoiding common issues
Do's & Do Not's
The Next Steps

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informatech is a global leadership consultancy that aligns people, purpose & strategy - driving socially responsible transformation in global organisations. Our international network includes 215 partners, consultants, and coaches in 24 countries throughout Europe, North America, Latin America, Asia, and Africa. We transform leaders, align teams and create resolve and passion to win. Typical interventions are to accelerate performance, execute strategy and embed capability and change.

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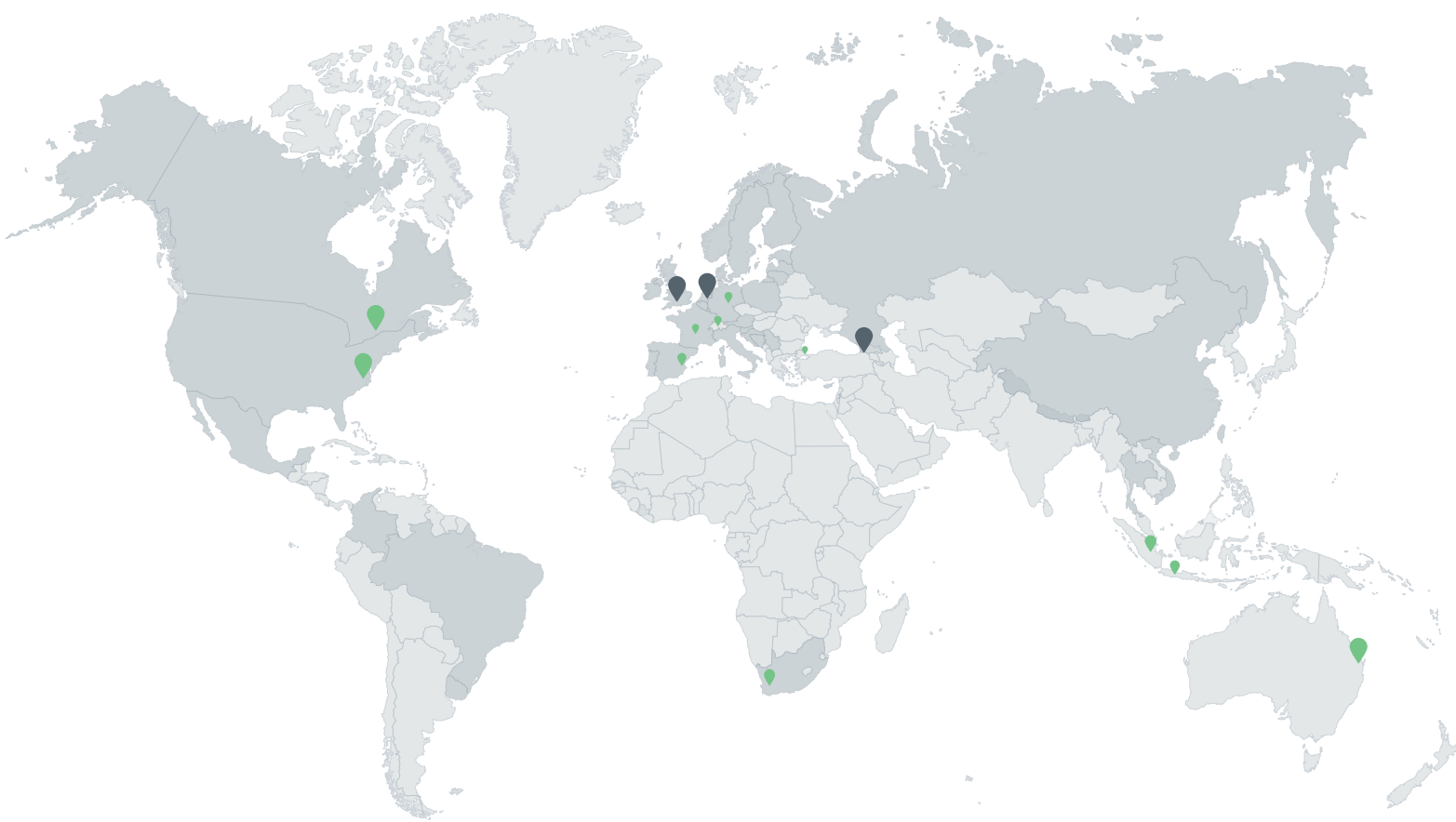
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