

**Disasters are unpredictable! They happen! Remember WESTGATE?
 Only businesses that are prepared to face disasters are likely to survive.**

4-Day Business Continuity Planning & Disaster Recovery Training

February 3rd – 6th, 2014, Sun & Sand Hotel, Mombasa

Business continuity management (BCM) is about ensuring continued business operations in the face of a disaster. It is essential endurance. Proactively managing risks through business continuity planning (BCP) and disaster recovery planning (DRP), based time-tested management processes, assure sustainability. BCM ensures that your business will remain in operation the most challenging times, such as unexpected occurrences. It ensures protection of your personnel, continued essential business processes and preservation of your reputation.

This course offer BCM concepts including business continuity, emergency management, crisis management and business recovery. Participants will learn how to identify and define problems, plan, respond and recover from disasters. Attendees will further learn how to establish BCM systems in organizations based on global standards such as ISO 22301, ISO 31000 and ISO 27000.

Objectives

Expose participants to existing and emerging practices in BCM, specifically:

- Examine the “why, what, when, how and who” aspects of BCM
- Establish the relevance of BCM and BCM practices in an enterprise
- Develop practical steps towards BCM management systems in your enterprise
- Demonstrate how to plan, test and implement business continuity and disaster recovery

Why should you attend?	Who should attend?
<ul style="list-style-type: none"> • Understand the impact of disasters on businesses • Appreciate the role of BCM as core to managing risk • Know the required preparedness: the plans, the processes and ongoing resilience • Comprehend the roles & responsibilities for players for effective crisis response • Realize how to recover from a crisis and how to ensure ongoing preparedness 	<ul style="list-style-type: none"> • Managers & operations personnel responsible for risk management, technology, human resource, administration and facilities • Operations personnel responsible for BCP and DRP • Officials of public and private sectors, as well as agencies concerned with BCM and crisis management • Project managers • Public relations and corporate communications managers

Topics

<p style="text-align: center;">Day One - 1</p> <p>Concepts: Business Continuity Management; Emergence Preparedness; Crisis Management; Disaster Recovery Planning:</p> <ul style="list-style-type: none"> • Business Continuity Planning • Emergency Planning & Crisis Management • Disaster recovery planning 	<p style="text-align: center;">Day Two - 2</p> <p>BCM Best Practices – ISO Standards</p> <ul style="list-style-type: none"> • ISO 22301 BCM Standard & BCM • ISO 31000 Risk Management & BCM • ISO 27000 Info Protection standard & BCM <p>BCM: Governance, Risk & Compliance (GRC)</p>
<p style="text-align: center;">Day three - 3</p> <p>Plans Implementation</p> <ul style="list-style-type: none"> ○ Business Continuity Plans ○ Crisis management plans ○ Disaster recovery plans 	<p style="text-align: center;">Day Four – 4</p> <p>Plans Maintenance</p> <ul style="list-style-type: none"> • Business Continuity Plans • Crisis management plans • Disaster recovery plans • Education & Awareness

Fees	Contact
\$1100 (KES 90,000). Covers: 4-day workshop: morning tea-break snack, lunch, afternoon tea-break snack + learning material: presentation.	<ul style="list-style-type: none"> • info@aganoconsulting.com • training@aganoconsulting.com • Phone: +254 20 250-2670743



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REGISTRATION FORM

DELEGATE NAME	JOB TITLE	EMAIL ADDRESS	MOBILE No.

Company sponsored? Yes No (Tick where applicable)

ORGANIZATION: _____

POSTAL ADDRESS: _____ **MOBILE NO** _____

PHYSICAL ADDRESS: _____

Training fee: KES 90,000 (exclusive of VAT)

Note that fee includes: course material, administrative costs, meals and refreshments for the four days.

CONDITION OF REGISTRATION:

Complete and email this form to info@aganoconsulting.com or send it to the address above. All fees MUST be paid in full before start of training. Make all cheques payable to Agano Consulting (K) Ltd.

AUTHORIZATION

For company sponsorships, the signatory must be authorized to sign on behalf of the contracting organization.

I _____ aver that all given information is correct and confirm that I have read and understood all conditions pertaining to this program

Signed on _____ / _____ /20 _____

Signed _____

Company Stamp _____