

Conducting a Business Impact Analysis

Course Description:

Conducting a Business Continuity Analysis is the second step in developing a business continuity program that can be certified by BS 25999 parts 1 and 2. The objective of this step is to evaluate the critical operations for the organization and then determine the resources needed to run them.

The aim of this element of the BCM Lifecycle is to assist the understanding of the organization through identification of its key products and services and the critical activities and resources that support them. This element ensures that the BCM program is aligned to the organization's objectives, obligations, and statutory duties according to BS 25999 Parts 1 and 2 as well as Professional Practice 3.

Conducting a Business Impact Analysis is an essential element for professionals interested in either developing a career in Business Continuity Management, seeking certification, or for those professionals responsible for developing a business continuity program for their organization.

Student case study materials include the Institute for Home and Business Safety's (www.ibhs.org) Open for Business Toolkit - a toolkit available to you for free as part of taking this course - a bonus takeaway available from ICOR!

Activities and case studies are included throughout the course and are designed as knowledge checks and reinforcement of key concepts and will provide participants with hands-on interactive activities that will enable you to become familiar with and apply these principles immediately in your job. You will leave with the tools to enhance the visibility and reach of your organization's BCM program.

In addition, practice exam questions are included as part of the course to prepare you for both the DRII Qualifying Exam and the ICOR BCM Specialist Exam.

As a result of completing this course, you will be able to:

- Explain the importance of the Business Impact Analysis (BIA) and its role in the development of the business continuity program.
- Define Recovery Time Objective (RTO) and Recovery Point Objective (RPO) and their roles in defining a disaster and in reporting the results of the BIA.
- Describe BIA data gathering methods.
- Identify the key elements of the BIA report and presentation.

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Defining terms

Determining RPO, RTO, and MTO

Purpose of the BIA

BIA Methodology

BIA Data Gathering Approaches

Determining Impacts

Analyzing BIA Findings

Reporting BIA Results

BIA Audit Points

Delivery Structure

Conducting a Business Impact Analysis is a one-day instructor led course. It can also be taken as a self-study course. This course is the second course in Module 1 of the Essentials of Business Continuity Management series.

Certification and Accreditation

Become a Business Continuity Management Professional (BCMP). This course is one step towards earning this certification. Developing a Business Impact Analysis is worth .7 CEUs or 7 hours of credit.

In addition, it prepares the participant for the DRII Qualifying Exam necessary for certification as a business continuity planner from DRI International (DRII) and contributes to the educational component necessary for certification by the Business Continuity Institute (BCI).

With BS25999 parts 1 and pars 2 hailed as an important step allowing companies to demonstrate their ability to cope with major threats; as well as provide a management systems approach to business continuity management, this course provides you with what you need to develop a program that complies with these certification standards.



Essentials of BCM was developed by BCS, Inc., a consulting firm specializing in providing business continuity, disaster recovery, & crisis management training & consulting.

www.businesscontinuitysvcs.com



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