

# Incident Management Plan

## Course Description:

The Incident Management Plan is an important element in Module 3 Developing a BCM Response that can be certified by BS 25999 parts 1 and 2. It is part of the Essentials of Business Continuity Management series.

The objective of this step of BCM program development is to develop and implement procedures for response to and stabilization of the situation following an incident or event, including establishing and managing an Emergency Operations Center and local command centers during the crisis.

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:

- Recognize the importance of the incident response effort.
- Describe the 4 main phases of emergency management.
- List the essential elements of an incident response plan.
- Describe the role of the Crisis Management Team during a disaster.

## Table of Contents

### Phases of Traditional Emergency Management

### Escalation & Notification Procedures

### Roles and Responsibilities

### The Incident Response / Crisis Management Team

### The Emergency Operations Center

### Command and Control

### Damage Assessment

### Incident Response Plan Audit Points

## Delivery Structure

The Incident Management Plan is a one-day instructor led course. It can also be taken as a self-study course. This course is an important element in Module 3 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. Writing the Incident Response Plan 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 parts 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](http://www.businesscontinuitysvcs.com)



For more information about ICOR's courses, go to

[www.theicor.org](http://www.theicor.org)

or call 866.SOLVE21 (765.8321)