



Workshop “How to Complete a Business Impact Analysis”

Description

This workshop walks through the Business Impact Analysis process by highlighting an internationally recognized methodology from DRI Canada and The Business Continuity Institute. Workshop participants will gain a solid understanding of the concepts for building a BIA to identify and protect their critical business in the event of a business interruption. This workshop is designed for individuals who need practical tools and the techniques to get started in creating their Business Continuity Plans.

Target Audience

Managers, their backups and potential senior representatives who require the knowledge and practical application to prepare and implement a Business Impact Analysis.

Format

Through a combination of lecture with visual slide presentation and hard copy handouts for review and reference plus using a hands-on software interactive case study, participants can start building their own BIA. We will provide up to date noteworthy examples and experience as it relates to the theory. A CD will be made available at a later date with all the tools and templates.

The Purpose

To develop skills and abilities for developing, preparing and implementing Business Impact Analyses in a way that:

- Involves participants in an interactive learning process
- Focuses on the skills required to increase effectiveness as a BIA planner
- Provides a practical set of BIA planning tools based on a clear understanding of the concepts and methodology to be applied
- Provides a framework for building a BIA expertise-exchange partnership capability within the participants
- Allow participants to become comfortable and effective as BIA planners

Deliverables

An increase in the participant's:

- Awareness and understanding of the BIA planning methodology used in the private/public sector together with realistic expectations for the process
- Understanding and commitment to the need for a BIA for each essential process
- Ability to communicate with and motivate management to support a BIA project
- Ability to act as a Project Leader on a BIA Planning Project