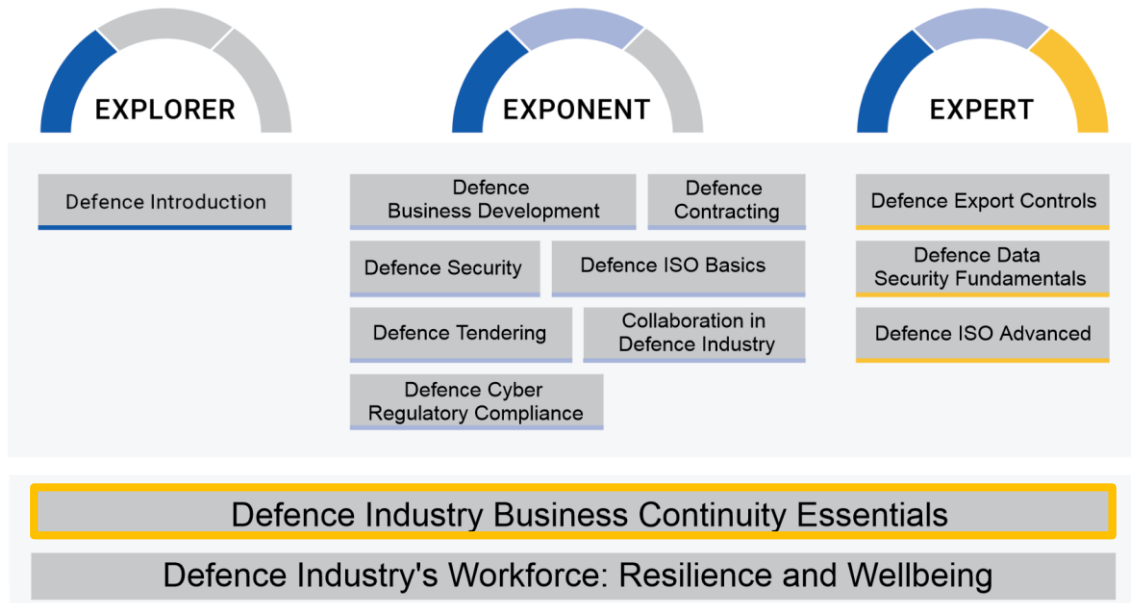




DEFENCE INDUSTRY BUSINESS CONTINUITY ESSENTIALS



Target audience

This seminar is relevant to all levels from Explorer to Expert.

Seminar structure

Virtual workshops	eLearning modules	Podcasts
6	1	1

Expected outcomes

- Understanding how to identify operational risks applicable to your business and keep related documentation concise
- Learn how to prioritise your time-critical business processes, related continuity strategies/provisions/resources and initial (manual) work-arounds
- Document tolerable periods of disruptions and other recovery objectives (i.e. MTPDs, RTOs and RPOs)
- Combine your continuity procedures into a simple 'BCP on a page' and handy Quick Reference Cards
- Learn how to test the plan and train your staff in their BCP team role during an actual disruption.

Content

Suppliers entering the Defence sector are faced with several business decisions in relation to streamlining their management system. Most companies have been certified to AS/NZS 9001:2016 and for Defence primes, this is the basic 'entry ticket'.

Business Continuity Planning (BCP) has become front of mind amongst all levels of Government and the private sector, particularly since recent pandemic and bush fire related business disruptions. This virtual workshop will fast-track your:

- Ability to create a BCP for your own company, which is generally a tender response requirement to be able to work as a vendor for Defence
- Ability to understand how BCP fits in the broader Defence sector's internal processes and how Defence (as many other Australian Government agencies) has been challenged by recent disasters in terms of their own Business Continuity capability including supply chain disruptions.

The seminar will cover the following:

- Introduction to the Business As Usual 8-step 'wheel' of best practice Business Continuity Management (BCM)©, any standards (eg ISO 22301) translating risk appetite into clear Business Continuity (BC) Objectives, understanding key operational risks and how to categorise them based on consequence and documenting a user-friendly Risk Matrix
- How to create multi-disciplinary BCP teams across 3 disaster phases, and achieve buy-in and enthusiasm from staff and managers to play a role in these
- Seeking guidance from executives to agree on time-critical processes, collecting each department's continuity requirements, initial (manual) work-arounds and related Maximum Tolerable Periods of Disruption (MTPDs) through the use of concise workshops and simple templates
- Creating a BCP-on-a-Page and determining Recovery time Objectives (RTOs) and Recovery Point Objectives (RPOs) for key resources
- Developing a 'toolkit' style activation plan including appropriate incident notification tools, Quick Reference Cards and integrated IT Disaster Recovery procedures
- Where to store the BCP securely but easily accessible, even if your systems are down or your building is inaccessible
- Developing staff awareness about their BCP role before/during/after an incident
- How to facilitate BCP tests and rehearsals including believable scenarios
- Maintaining your BCP and keeping the process 'alive' and compliant with relevant requirements.

Seminar Outline

TIMING	LEARNING MODULE	FORMAT	EST. TIME TO COMPLETE
On demand	<ul style="list-style-type: none"> Introduction to seminar and facilitator Description of seminar bundle incl learning outcomes 	Podcast	30 minutes
Week 1	<ul style="list-style-type: none"> BC objectives Risk Assessment 	Virtual Workshop 1	60 minutes, plus 30 minutes optional chat room participation
Week 2	<ul style="list-style-type: none"> BC Facilitator nomination BC team structure 	Virtual Workshop 2	60 minutes, plus 30 minutes optional chat room participation
Week 3	Instructions for completion of templates, including: <ul style="list-style-type: none"> Time-critical business process examples Business Impact Analysis (BIA) BCP-on-a-page 	eLearning video	45 minute video 75 minutes individual work
Week 4	<ul style="list-style-type: none"> Review of completed templates and sharing of work-arounds and continuity strategies with other delegates 	Virtual Workshop 3	60 minutes, plus 30 minutes optional chat room participation
Week 5	<ul style="list-style-type: none"> Documenting the BCP Quick Reference Cards 	Virtual Workshop 4	60 minutes, plus 30 minutes optional chat room participation
Week 6	<ul style="list-style-type: none"> BCP Training and Awareness BCP Test and Exercises Reviewing the BCP 	Virtual Workshop 5	60 minutes, plus 30 minutes optional chat room participation
1 month after week 6	<ul style="list-style-type: none"> Post-course review 	Closure Virtual Workshop	60 minutes chat room session
TOTAL COURSE DURATION			12 hours

Facilitators

Ms Rinske Geerlings

Rinske was awarded Risk Consultant of the Year 2017 by the RMIA, Outstanding Security Consultant of the Year 2019 Finalist by the OSPAs and BPW Businesswoman 2010-2013. She is an internationally known consultant, speaker and certified Business Continuity, Information Security & Risk Management trainer.

She draws on more than 20 years' experience across Australia, New Zealand, Asia, Africa, South America and Europe.

Rinske has been changing the way organisations 'plan for the unexpected'. Her facilitation skills enable organisations to achieve their own results and simplifying their processes. She applies a fresh, energetic, fun, practical, easy-to-apply, innovative approach to Business Continuity Planning (BCP), Security, Risk and Disaster Recovery... topics often perceived as dull and cumbersome.

How do I Apply?



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