

BUSINESS CONTINUITY MANAGEMENT (BCM) INTERNAL AUDITOR COMPETENCY WORKSHOP 2-day Course

BUSINESS CONTINUITY MANAGEMENT INTERNAL AUDITOR COMPETENCY WORKSHOP

COURSE CODE: ORM/BCM/004

(Understanding of ISO22301 Requirements)

Dates:

4th – 5th Mar 21

10th – 11th May 21

Time:

9.00am – 5.00pm

Venue:

To be advised

Course Fees:

SGD820.00

Course Overview

Regardless of organisational size, internal processes or regulatory requirements, BCM audit is a critical evaluation of business continuity management program and its components to determine the resiliency of the organisation in order to withstand the impacts and threats of an emergency event.

The course is designed to train participants with effective approach and know-how skills to organise and perform an independent BCM audit within its organisation to ensure the BC Plans of all departments are revised and updated.

Course Fees: SGD820.00 (excluding GST)

Contact us:

For enquiries or more details on our professional training programme, please contact:

Ms Janet Yeo

Corporate Service Manager

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Who should attend?

This course is designed for all levels of executives from all backgrounds and those who have responsibilities in holistic business continuity management and compliance in meeting the ISO22301 BCMS Standards. This course is suitable for participants who wish to acquire strong knowledge, techniques and competence skills to carry out internal audit for the BCM processes aligning to ISO22301 BCMS Standards. Participants who are also responsible for the BCM for its functional area, division, department, team or organisation.

Programme Outline – Professional Competency Practices

Module 1: Auditing Requirements

- Definition of Audit
- Types of Audits
- Audit Planning & Preparation
- Audit Process
- Audit Reporting

Module 2: Introduction of ISO22301 BCM Systems

- Introduction to BCM Systems
- Understanding Organisation and its Context
- BCM Policy
- Minimum Business Continuity Objective
- Leadership and Commitment
- Management Commitment
- Roles, Responsibilities and Authorities
- Resources, Competence and Communications
- Practical Audit Workshop

Module 3: Operations and BIA

- Operational Planning and Control
- BIA and Practical Audit Workshop

Module 4: Risk Analysis

- Risk Analysis and Practical Audit Workshop

Module 5: Business Continuity Strategy

- Business Continuity Strategy & Practical Audit Workshop

Module 6: Business Continuity Procedures

- Business Continuity Procedures & Practical Audit Workshop

Module 7: Business Continuity Exercises and Testing

- Business Continuity Exercises and Testing and Practical Audit Workshop

Module 8: Performance Evaluation and Continual Improvement


- Performance Evaluation and Continual Improvement & Practical Audit Workshop

Practical Audit Workshops – Participants will be provided with case studies for the audit practices.

What is the teaching method?

This course will be conducted via online platform, participant-centred with inject-based workshop approach with relevant case studies.

Who is the Professional Trainers?

	Wong Tew Kiat, CBCP, Associate Fellow BCI, CITBCM(S), CITPM(S), COMIT(S), Fellow SCS
<p>More than 30 years of experience and is equipped with excellent knowledge in Business Continuity Management (BCM), IT Disaster Recovery (DR), Data Centre (DC) Management, Pandemic Preparedness and Incident Response Management.</p> <p>He is a Certified Business Continuity Professional (CBCP) since 1997, a Certification by the Disaster Recovery Institute International (USA) and Associate Fellow of the Business Continuity Institute (MBCI, UK) since 2005. He is also a Certified IT Project Manager, Senior (CITPM), Certified Outsourcing IT Manager, Senior (COMIT) and Certified IT BCM Manager, Senior (CITBCM) by the Singapore Computer Society (SCS), Singapore. He was the President for the Business Continuity Group, an industry chapter in SCS from 2005 – 2008 and 2010 – 2011. In addition, he chaired the CITBCM Resource Panel to develop the Body of Knowledge for the CITBCM.</p> <p>He has been actively engaged in providing BCM consultancy, DC risk & resiliency workshops for the Ministries, government agencies and SMBs. He had also developed the Body of Knowledge for the CITBCM (Certification in IT BCM) Certification Course and is appointed by Singapore Computer Society as the authorised training provider for the CITBCM course.</p>	