

# Course : Continuity plans for critical business activities

from risk analysis to contingency planning, a comprehensive approach

**Seminar - 2d - 14h00 - Ref. PDS**

**Price : 2170 CHF E.T.**

★★★★☆ 4,3 / 5

This seminar provides you with the steps and best practices needed to successfully implement a business and IT continuity project in line with standards (ISO 27001/27002, ISO 22301, BS25999, ITIL® V3). From risk analysis and plan design to testing and crisis management.

## Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Understand the challenges of a business continuity strategy
- ✓ Understand the definitions of business continuity planning and the phases of a project to implement it.
- ✓ Understand the standards and methods for analyzing risks with a view to drawing up a continuity plan
- ✓ Identify critical business activities
- ✓ Organizing escalation procedures and triggering the emergency plan
- ✓ Define emergency plan scenarios, the roles involved and the resources used
- ✓ Draft procedures and action sheets for the continuity plan

## Intended audience

Business Continuity Managers, Risk Managers or CISOs. IT directors or managers, security correspondents, project managers, internal or external auditors, consultants.

## Prerequisites

Knowledge of IS architectures.

## Course schedule

### PARTICIPANTS

Business Continuity Managers, Risk Managers or CISOs. IT directors or managers, security correspondents, project managers, internal or external auditors, consultants.

### PREREQUISITES

Knowledge of IS architectures.

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## 1 Why manage continuity?

- The evolution of companies and their strategies.
- The strategic importance of information.
- Business continuity strategy: laws and regulations, norms and standards.

## 2 Definitions and concepts

- Define continuity strategy.
- The differences between business continuity planning (BCP), disaster recovery planning (DRP), recovery planning, etc.
- Safety reminders: DICP criteria and ISO themes.
- The roadmap of continuity.

## 3 The project and its management

- Reminders on project management.
- The phases of a continuity plan project.
- The particularities of the continuity plan project.

## 4 Risk analysis

- Risk components.
- Principles of the different methods.
- Other standards (COBIT, ISO, etc.).
- The notion of uncertainty matrix.
- Risk analysis for continuity planning.

## 5 Identifying critical activities

- Identify a company's critical business activities (BIA).
- The fundamental parameters of impact analysis.
- The notion of Service Delivery Objectives.

## 6 Means for device design

- Elements and budget for developing scenarios.
- The various fallback sites (hot, warm, cold sites, reciprocal agreement...) in-house or outsourced.
- Decision criteria.

## 7 Continuity plans

- Building and drafting procedures.
- Rescue teams: composition, roles...
- An example of an emergency plan outline.

## 8 Escalation procedures and crisis unit

- Escalation management in line with RTO.
- Setting up a crisis unit.
- Principles of triggering the emergency plan.
- Business continuity as an ITIL® process.
- The importance of maintaining the plan in operational condition on a daily basis: the PDCA life cycle.
- Continuity and other processes.

### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@orsys.fr](mailto:psh-accueil@orsys.fr) to review your request and its feasibility.

**REMOTE CLASS**

2026 : 10 Mar., 2 June, 8 Sep., 3 Dec.