

# The CBCI Certification Training Course

## CERTIFICATION SERIES

<b>Course Code</b>	<b>CS 02</b>
<b>Duration</b>	<b>5 days including exam</b>
<b>Date (2019)</b>	<b>Singapore:</b> <b>21 – 25 Jan</b> <b>4 – 8 Mar</b> <b>27 – 31 May</b> <b>21 – 23;26 – 27 Aug</b> <b>30 Sep – 4 Oct</b> <b>16 – 20 Dec</b>
<b>Fee</b> <i>(before GST)</i>	<b>Course Fee:</b> <b>S\$ 3,700</b>  <b>Exam Fee:</b> <b>S\$ 800</b>  <i>*including teabreaks &amp; lunch</i>
<b>Contact</b>	<b>(65) 6325 2080</b>  <b>enquiry@bcpasia.com</b>
<b>Website</b>	<b>www.bcpasia.com</b>

***“A very good choice of course to understand BCM.”***

by Jinhyum Kim, Lloyd’s Register Quality Assurance Limited (Korea)

***“Impressed with the professionalism and quality of very experienced trainers!”***

by Jon Kuek, NetLink Trust

***“BCP Asia put on a great course! I learnt a lot that I can apply at my company and I believe that I am prepared to take the exam.”***

by Daniel Saunders, SunGard

**Funding!**

Endorsed by   
for Singaporeans and PR for  
Singapore Run

## COURSE OVERVIEW

This 4-day training course is based on the BCI Good Practice Guidelines (GPG), the independent body of knowledge for good Business Continuity (BC) Practice and is aligned to ISO22301.

The course is intended to meet the technical and professional needs of BC and resilience professionals working in organization of any type and size, in any industry or sector worldwide.

BCP Asia is the first licensed training provider in Asia Pacific for this training since 2008 and we have since conducted more than 60 successful runs, both as public run and in-house trainings and have groomed more than 1500 professionals. With a track record of over 90% passing rate, our BCI-approved trainers are experienced and well qualified to bring you through the CBCI exam.

## COURSE OBJECTIVES

At the end of this course, you will be able to :

- ✓ be prepared to take the CBCI exam
- ✓ be equipped with the knowledge and understanding required when to practicing BCM

## CERTIFICATE OF BUSINESS CONTINUITY INSTITUTE (CBCI)

Passing the Certificate of Business Continuity Institute (CBCI) Examination is the first step to getting BCI-certified. The examination comprises of 120 multiple choice questions and candidates will have two hours to complete. The CBCI certification is valid for 3 years and is subjected to an annual membership fee which is set at the same level of Associate Member (AMBCI). Higher levels of membership such as Member (MBCI), Associate Fellow (AFBCI) and Fellow (FBCI) are also available.

## COURSE AUDIENCE

This course is ideally suited to BCM Practitioners and aspiring individuals who intend to take BCM as a career.

## FACILITATORS

BCI Approved Trainers



Certification Body

Licensed Training Provider



Updated: 24-Aug-18

# The CBCI Certification Training Course

## COURSE OUTLINE

- Explain the BCM lifecycle – step by step
- Identify the key aspects pertaining to development, implementation and management of BCM program
- Addresses the six Professional Practices (PP) at Management and Technical level that make up BCM lifecycle including :

### ❖ Module 1 : Policy and Programme Management

- Describe the stages of the BCM Lifecycle.
- Explain how to create or revise a BC policy.
- Define the scope of the BC programme.
- Describe the approach to establishing governance of the BC programme.
- Understand the process of assigning roles and responsibilities within the BC programme.
- Describe the activities that make up the BC programme and explain how the programme can be managed and implemented effectively.

### ❖ Module 2: Embedding Business Continuity

- Understand and influence organizational culture for successful embedding of business continuity.
- Define the competencies and skills requirements for those involved in business continuity.
- Coordinate training and awareness activities as part of embedding business continuity.

### ❖ Module 3: Analysis

- Describe the purpose and importance of the business impact analysis (BIA)
- Explain the different types of BIA and the associated activities
- Undertake a BIA
- Understand the risk and threat assessment as part of the BC programme

### ❖ Module 4: Design

- Describe the approach to designing BC solutions.
- Describe the different types of BC solutions.
- Understand the resource requirements for BC solutions.
- Define the purpose of evaluating, and risk and threat mitigation measures.

### ❖ Module 5: Implementation

- Describe the purpose of establishing an effective response structure.
- Develop and manage a business continuity plan (BCP).
- Understand the key characteristics of strategic, tactical and operational-level plans.

### ❖ Module 6: Validation

- Explain the purpose and process of developing an exercise programme.
- Identify different types of exercises and differentiate between them in terms of scale and complexity.
- Develop, run, and evaluate an exercise.
- Assess the maintenance activities required within the BC programme.
- Define the purpose and describe the process and outcomes of the various methods of review of the BC programme.



The **Business Continuity Institute (BCI)** is the world's leading institute for business continuity. Established in 1994, the BCI has established itself as the leading membership and certifying organization for business continuity professionals worldwide. With 8,000 members in more than 100 countries worldwide, the BCI truly is the world's leading institute for business continuity. The BCI stands for excellence in the business continuity profession and its statutory grades provide assurance of technical and professional competency in business continuity.

For more information, visit <http://www.thebci.org>



**Business Continuity Planning Asia Pte Ltd (BCP Asia)** is the region's leading provider of training and consultancy in Business Continuity Management (BCM), Crisis Management, Disaster Recovery and Enterprise Risk Management. BCP Asia has led more than 5000 professionals and organizations in Asia to gain world class BCM trainings, internationally-recognized certifications and a state of well-preparedness and resilience to disasters or any business interruptions.

For more information, visit <http://bcpasia.com>



Certification Body

Licensed Training Provider

