



*Training Course:  
ISO 22301 Lead Implementer of Business  
Continuity*

*19 - 23 January 2025  
Amman (Jordan)  
Chemisty*

## Training Course: ISO 22301 Lead Implementer of Business Continuity

Training Course code: SC235537 From: 19 - 23 January 2025 Venue: Amman (Jordan) - Chemisty Training Course Fees: 3575 € Euro

### Introduction:

In today's rapidly changing and often uncertain global environment, organizations face numerous risks that can disrupt their operations. The ability to ensure business continuity in the face of these challenges is essential for maintaining competitiveness, regulatory compliance, and stakeholder trust. The ISO 22301 standard provides a framework for implementing, maintaining, and improving a business continuity management system BCMS to minimize disruption and ensure the resilience of critical business functions.

This course, ISO 22301 Lead Implementer of Business Continuity, equips participants with the knowledge and skills necessary to lead the implementation of an effective BCMS within an organization. It covers the principles, strategies, and techniques for aligning business continuity practices with the ISO 22301 standard, ensuring preparedness in case of emergencies. Through a combination of theoretical learning and practical exercises, participants will be able to develop, implement, and continuously improve a robust BCMS, meeting the highest international standards.

### Target Audience:

- Business continuity managers and consultants
- Risk managers and consultants
- Project managers and individuals responsible for ensuring business continuity
- Professionals involved in business continuity, disaster recovery, and information security
- ISO professionals who want to gain expertise in implementing ISO 22301 standards
- Senior managers and executives responsible for organizational resilience

### Objectives:

By the end of this program, participants will be able to:

1. Understand the principles and guidelines of ISO 22301 for Business Continuity Management.
2. Lead the planning, implementation, and management of a Business Continuity Management System BCMS based on ISO 22301.
3. Conduct risk assessments, business impact analyses BIA, and develop continuity strategies.
4. Implement, monitor, and maintain effective business continuity measures across the organization.

5. Ensure continual improvement of the BCMS through regular review and testing.

## Outlines:

### Day 1:

#### Introduction to Business Continuity and ISO 22301 Framework

- Overview of business continuity management concepts and principles.
- Understanding the structure and requirements of ISO 22301.
- Key terms and definitions in business continuity.
- The role of leadership in business continuity planning.
- Introduction to the PDCA Plan-Do-Check-Act model for BCMS.
- Establishing the business continuity management policy.

### Day 2:

#### Business Impact Analysis BIA and Risk Assessment

- Understanding the purpose and methodology of business impact analysis BIA.
- Identifying critical business functions and resources.
- Conducting risk assessments to identify potential threats and vulnerabilities.
- Evaluating the impact of disruptions on business processes.
- Prioritizing business continuity needs and identifying recovery time objectives RTOs.
- Developing risk treatment strategies and mitigation plans.

### Day 3:

#### Designing and Implementing Business Continuity Strategies

- Defining business continuity strategies aligned with organizational objectives.
- Developing and implementing recovery and response plans.
- Establishing communication protocols during crises or disruptions.
- Incident response and crisis management planning.
- Resource allocation for business continuity, including technology, facilities, and personnel.

- Case studies: Successful business continuity implementation examples.

#### Day 4:

##### Operationalizing the BCMS and Testing

- Implementing and maintaining the BCMS: Key steps and challenges.
- Developing and executing business continuity plans BCPs.
- Training and awareness programs for business continuity.
- Testing, exercising, and reviewing business continuity strategies.
- Simulating incidents to evaluate the effectiveness of the BCMS.
- Managing continual improvement: Internal audits and corrective actions.

#### Day 5:

##### Certification and Continual Improvement of BCMS

- Preparing for ISO 22301 certification: Requirements and process.
- Conducting internal audits and preparing for external audits.
- Maintaining compliance with ISO 22301 and ensuring long-term resilience.
- Reporting and communication to stakeholders on business continuity performance.
- Case studies and interactive workshops: Analyzing real-world scenarios.

## Registration form on the Training Course: ISO 22301 Lead Implementer of Business Continuity

Training Course code: SC235537 From: 19 - 23 January 2025 Venue: Amman (Jordan) - Chemisty Training  
Course Fees: 3575 € Euro

Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Company Information

Company Name: .....  
 Address: .....  
 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
- Please invoice me
- Please invoice my company

### Easy Ways To Register

Telephone:  
+201095004484 to  
provisionally reserve your  
place.

Fax your completed  
registration  
form to: +20233379764

E-mail to us :  
info@gh4t.com  
or training@gh4t.com

Complete & return the  
booking form with cheque  
to: Global Horizon  
3 Oudai street, Aldouki,  
Giza, Giza Governorate,  
Egypt.