

# Business Continuity Management Program

**AFTERNOON: 1:30 P.M. – 5:00 P.M.**

**Or**

**EVENINGS: 6:00 P.M. – 9:30 P.M.**

## Overview

CGTI's new "Business Continuity Management Oversight for Board Members" program will equip Directors with the essential knowledge and skills needed to oversee Management's plan for maintaining business continuity in the event of an emergency such as , a hurricane, earthquake or other natural hazards; a pandemic; environmental spills or other human-caused hazards; cyber-attacks. This four module certification program encompasses risk management and planning, IT security, finance and operations management, and crisis management. Board members will develop the knowledge to oversee Management's approach for preventing, responding to, and managing threats to business continuity and recovery relevant to their organization.

## Program Structure

The Business Continuity Management "Oversight for Board Members" Program consists of 4 on-line modules of approximately 3.5 hours in duration each delivered live, with interactive presentations from global governance gurus. Business Continuity Management is a system for determining the risk of an organization's vulnerability to internal and external threats. These interactive modules provide an excellent opportunity to meet and network with other governance practitioners



### Day 1:

Setting the Foundation & Introduction to Business Impact Analysis



### Day 2:

Risk, Vulnerabilities, Impacts & Mitigation



### Day 3:

Training, Exercising, & Emergency Management



### Day 4:

Managing the Crisis & Business Recovery



# PROGRAM CONTENT

1

## Setting the Foundation & Introduction to Business Impact Analysis

- BCM & Its Components
- Best Practices - Elements & Objectives
- Business Impact Analysis

2

## Risk, Vulnerabilities, Impacts & Mitigation

- Understanding Risk
- Vulnerabilities
- Impact Analysis
- The value of Strategic Partnerships
- Mitigation Strategies

3

## Training, Exercising & Emergency Management

- Business Impact Analysis – cont'd
- Emergency Management
- Preparedness and Plans
- Types of Incidents
- Incident Command System
- Emergency Operation Centres (EOC)
- Who is in Charge?
- The Role of the Board – Policy & Strategy versus Tactics & Operations

4

## Managing the Crisis & Business Recovery

- Psychosocial Considerations
- Crisis Management (CM)
- Information Technology
- Business Recovery
- Barriers and Strategies for Successful BCM programs
- Looking After You

## Program Outcomes:

- Develop a foundational understanding in business continuity management to apply to organizational planning, response, and recovery
- Learn about tools to identify and assess risks and potential impacts on business functions from natural, environmental and other human-caused hazards, cyber-attacks and data breaches, pandemics, conflict and security threats
- Learn how to identify and evaluate strategic alternatives for responding to a range of threats to organizational continuity
- Learn the questions to ask in order to evaluate comprehensive strategic plans for minimizing risks and responding to threats to organizational continuity
- Apply corporate governance frameworks to organizational continuity planning
- Learn about tools and skills needed as part of crisis management planning in order to communicate effectively with all stakeholders at every stage of consultation, continuity planning, and implementation and evaluation of response and recovery plans in the event of an emergency
- Learn ethical principles in designing and implementing continuity planning with regard for an organization's mission and goals

## CONTACT US



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# FACULTY BIOGRAPHY



**Dr. Chris Bart**  
(FCPA, F.CIoD, C.Dir)

Dr. Chris Bart is the Chairman and Co-Founder of the Caribbean Governance Training Institute and Co-founder and Chairman of the Caribbean Institute of Directors. He is also the Founder of The Directors College of Canada, where from its inception in 2003 to 2013, he served as its inaugural Principal and Lead Professor. Currently, Dr Bart is the CEO of Corporate Missions Inc – an international consulting firm dedicated to helping organizations excel in the execution of their strategies. He has also authored several books including the 10 year Canadian business best seller, “A Tale of Two Employees and the Person Who Wanted to Lead Them” as well as the widely acclaimed publication: “20 Essential Questions Corporate Directors Should Ask About Strategy” – 3rd Edition”.

A retired Professor of Strategy and Governance, Dr. Bart currently serves as Associate Editor of the International Journal of Business Governance & Ethics and he continues as a Research Fellow of the Asian Institute of Corporate Governance at Korea University.

He is the recipient of numerous awards including the Queen Elizabeth II Diamond Jubilee Medal for his service to Canada. Dr. Bart is listed in Canadian Who’s Who.

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**Laurie Pearce, Ph.D.**

Laurie is well-known in the disaster management community as a practitioner, an educator and a researcher. She currently teaches in the field of business continuity at the University of Victoria and the Justice Institute of British Columbia (JIBC) for certificate and undergraduate degrees. She also teaches in the Master of Disaster and Emergency Management at Royal Roads University, in emergency management at the British Columbia Institute of Technology, and in the area of emergency management and critical incident stress management at JIBC.

She was the Research Chair at JIBC, managing the SIMTEC project which focused on developing identifying stressors in Emergency Operations Centres for first responders, and others, and developing strategies to support them. Laurie Pearce's current research is focused on the impacts of disasters on evacuated households, particularly those impacting Indigenous communities; on the evaluation of provincial governments' initial response to COVID-19; and her work continues in regards to the psychosocial impacts of disasters on first responders. In addition, Laurie has extended her research interests in managing stressors to COVID-19 in the health care field.

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