



# Emergency Checklist

RISKWEST COURSE OFFERINGS






## Exercising and Testing Business Continuity Plans

The purpose of this course is to provide participants the knowledge, tools and techniques for conducting effective exercises and tests to validate and rehearse business continuity and crisis management plans.


### KEY TOPICS

- ✓ Principles of exercising and testing
- ✓ Exercising and testing methodologies, tools and techniques
  - Desk check
  - Walkthrough
  - Tabletop
  - Simulation
  - Live
- ✓ Before, during and after
  - Developing the exercise / test plan
  - Defining roles and responsibilities
  - Determining objectives and performance measures
  - Facilitating and evaluating the exercise / test
  - Debrief and reporting
- ✓ Developing exercise and testing roadmap / multi-year programme

### WHO SHOULD ATTEND

-  **THOSE WHO ARE RESPONSIBLE PLANNING, MANAGING AND DELIVERING EXERCISES AND TESTS**
-  **EXECUTIVE, AUDIT AND RISK MANAGERS WHO HAVE AN OVERSIGHT ROLE IN RELATION TO BUSINESS CONTINUITY AND CRISIS MANAGEMENT**
-  **BUSINESS LINES BCM COORDINATORS**

### UPON COMPLETION OF THIS COURSE, PARTICIPANTS WILL:

-  Have an understanding of the need and fundamental principles of exercising and testing business continuity and crisis management plans
-  Be able to apply different exercising and testing methodologies, tools and techniques
-  Have the knowledge to develop, manage and implement an effective exercising and testing roadmap