



Certification Programme for Business Continuity Professionals (DRII's Certification Review Course & Examination)

Overview

Professional certification for disaster recovery/business continuity professionals is accorded by the Disaster Recovery Institute International (DRII), a not-for-profit corporation based in Missouri, USA. DRII is dedicated to the advancement of professionals in the disaster recovery/business continuity planning industry.

DRII's certification programme is internationally recognised and provides a career path within the business continuity and disaster recovery planning industries for individual professional accomplishment. The programme leads to the designation of Certified Business Continuity Professional (CBCP).

Date	18 & 19 January 2002 City Garden Hotel 9 City Garden Road, North Point, Hong Kong.
Time	9.00 am – 5.30 pm (Registration at 8.45am)
Fee	\$1000 (Singapore Dollars)
Closing Date 15 December 2001	

Qualification Criteria for Certified Business Continuity Planners

To qualify, an individual must:

- a) have attained a passing score of at least 75% on the written CBCP examination;
- b) have at least two years of significant experience in three of the following nine subject areas of DRII's Common Body of Knowledge:
 - Project initiation and management
 - Risk evaluation and control
 - Business impact analysis
 - Developing recovery strategies
 - Emergency response
 - Develop and implement the plan
 - Corporate awareness programme and training
 - Testing and exercising the plan
 - Maintaining and updating the plan
- a) have received approval of the DRII's Certification Board
- b) agree to abide by the CBCP Code of Ethics
- c) agree to continue a specified amount of professional education following certification. This is measured by the continuing education units (CEU's).

Review Course

Outline

- Disaster recovery planning, functional components and definitions
- Planning organisation
 - Planning model
 - Risk Analysis and Business Impact Analysis
- Identifying and selecting planning teams
- Risks, controls, relationships and critical functions
- Definition of critical functions and applications
- Emergency planning and control of communications networks
 - Recovery Teams
 - Vendor Roles
 - Vendor roles and backup methods
- Managing the recovery plan development
 - Verbal and written skills
 - Project management
- Developing the plan
 - Evaluation and selection of alternatives
 - Setting priorities
 - Alternative strategies
 - Basic plan design
- Testing and maintenance of the plan
 - Types of testes
 - Guidelines and criteria
 - Measurement tools
 - Effectiveness evaluation and audit reports

Upon completion of the Business Continuity Planning Review course, you will have reviewed the following:

- Functional Components of a plan
- Components of risk analysis, risk assessment and how to identify critical business functions
- Development of recovery alternatives for business functions and communications facilities
- Development of recovery methods and procedures and techniques for monitoring and controlling recovery plan tests

Who Should Attend

This Review Course is designed for those who are involved in or manage disaster recovery or business continuity planning functions. Contingency planners, disaster recovery coordinators and planners, operations managers, communications managers, and disaster recovery planning and recovery team members will find this course beneficial to their work.

Administrative Information

1. Fees paid will not be refunded. Only cheque payment please. No official receipt will be issued for payment by cheque. Payment should be received prior to the event
2. Bookings will be considered tentative until payment is received. However, should there be "no-show" once confirmation is made prior to payment, participant is still liable to make payment for the event.
3. DRI Asia reserves the right to make any changes to the date, time, venue, speaker and topic of the event without prior notice to the participants. The event will only be conducted if there are sufficient participants.

<p style="text-align: center;">REVIEW COURSE & CERTIFICATION EXAMINATION REGISTRATION FORM</p>

To register, please complete this form and forward to Tampines Central P.O. Box 480 Singapore 915216, Tel: (65) 5821280, Fax: (65) 5815091

All cheques must be made payable to DRI Asia, crossed 'A/C Payee Only' and accompanied by this registration form.