Ref No: ENTP 003/220110/12W

Attn: SBF Members

SINGAPORE BUSINESS FEDERATION
Apex Business Chamber

10 Hoe Chiang Road
#22-01 Keppel Towers
Singapore 089315
Tel: 6827 6828/ 877
Email: participate@sbf.org.sg

Pls visit www.sbf.org.sg for SBF's latest activities and registration forms.

Singapore Meet-The-Experts Seminar:

Jumpstart your SS540 Compliance Pandemic Flu Business Continuity Plan

Date: **Fri, 22 January 2010** Time: **1:30pm – 5:30pm**
Venue: **Level 3, Seletar Room 1/2, Holiday Inn Atrium, 317 Outram Road**
Fees: **Free for SBF Members**

In tandem with the Flu Pandemic Business Continuity (BC) Programme launched by Minister of State for Trade & Industry and Manpower, Mr Lee Yi Shyan in October 2009, SBF together with BCM Institute and GMH Continuity Architects, will present the seminar on "how-to" develop a flu pandemic BC plan. This seminar is to provide organizations the hands-on experience and the templates to develop such a plan so that they can become "pandemic prepared."

Benefits of Attending:

Participants will:

- Receive the step-by-step walkthrough to the implementation of its Flu Pandemic BC plan using Singapore Standard SS540.
- Receive a set of templates
- Learn the fast track approach to develop and implement your Flu Pandemic BC plan
- Understand the guidance to management
- Access to the proven and workable templates
- Share good practices for implementation by experienced practitioners
- Highlight roadmap for organizations to implement its BC plan with government incentives and grants

Who should Attend

- Senior Management includes CEOs Vice-Presidents, Directors and Managers.
- Business Continuity and Disaster Recovery Practitioners
- IT Professionals, Technical Advisors, Consultants, Specialists, Auditors and Department Heads
- Business Continuity Planners and appointed senior management staff members responsible in implementing BCM with intention to be certified with Singapore Standard SS 540:2008.

Administrative Details

- Please fax registration form to reserve a seat. Registration is on a first-come, first-served basis.
- Confirmation of your registration will be emailed to your company.
- Please present email confirmation for admission to seminar room

NOTE: As a precautionary measure, our advice is for members who are unwell not to attend the session

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REGISTRATION FORM - Attn: MR/ Celest or Gwen (Closing date: **15 Jan 10, 12 noon**)
Fax: 6734 0610 / 6827 6801

Name (Mr/Ms): _____Desgn:_____

Tel: _____ Fax: _____Email:_____

Company: _____

SBF Mbrship: _____

Address (Non Mbr): _____

For Official Use: (RK)

Serial No: