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Attn: SBF Members



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Business Continuity Management Manager Course

Date: 20 & 21 September 2010 Time: 9.00am – 5.00pm
Venue: SBF Seminar Room 1 (22nd Floor, Keppel Towers)
Fee per pax (incl GST): \$700 (SBF Members) \$856 (Non Members)

Introduction

The Business Continuity Management Manager Course aims to provide you with an overview of the Business Continuity framework and requirements based on the Singapore BCM Standards SS540:2008.

This course is ideal for newly appointed BCM Project Leaders, Department Coordinators and Personnel from organizations already or intending to embark on developing and implementing its BCM Program.

Outline

Table with 9 rows detailing course topics: 1. Introduction to Business Continuity Management, 2. Risk Analysis and Review, 3. Business Impact Analysis, 4. Business Continuity Strategies, 5. Business Continuity Plan, 6. Testing and Exercising the Plan, 7. BCM Programme Management, 8. Critical Success Factors, 9. Case Studies

*Minimum 12 persons to start the course
**Dual Certificates of Attendance will be issued by the Singapore Business Federation and BCP Asia upon completion of the course.

Administrative Details

- Please mail this registration form together with a cheque to SBF (10, Hoe Chiang Road, # 22 – 01, Keppel Towers, Singapore 089315).
Confirmation of your registration (i.e. Confirmation stamp on this flyer from SBF) will be faxed to your company upon receipt of full payment.
We regret that no refund will be made for cancellation or non – attendance but a replacement is allowed. Full fees will be charged for cancellation or non – attendance.
SBF reserves the right to make any amendments and/or changes to the programme, venue, speaker and/or topics if warranted by circumstances beyond SBF's control.

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

Registration form fields: Name (Mr/Ms), Design, Tel, Fax, Email, Company, SBF Membership No, Address (Non Mbr), and For Official Use (TJW) Serial No.