



DISASTER Recovery Planning

Course Introduction:

Since recovery planning is a very complex and labor intensive process, it therefore requires redirection of valuable technical staff and information processing resources as well as appropriate funding. In order to minimize the impact such an undertaking would have on scarce resources, the project for the development and implementation of disaster recovery and business resumption plans should be part of the organization's normal planning activities.

Course Objectives:

A major disaster could cripple your organization, suspending mission-critical processes and disrupting service to your customers. In this course, you learn to identify vulnerabilities and implement appropriate countermeasures to prevent and mitigate threats to your mission-critical processes. You learn techniques for creating a business continuity plan (BCP) and the methodology for building an infrastructure that supports its effective implementation.

Who Should Attend?

Anyone responsible for ensuring the continuity of an organization's critical systems or processes, including project and business managers, help desk personnel and human resources professionals.

Course Outline:

Pre-Planning Activities (Project Initiation)

- Revised Detail Work Plan
- Interview Schedules
- Policy Statement
- Recovery Planning Awareness Program

Vulnerability Assessment

- Security Assessment Report
- Scope of Planning Effort
- Plan Framework
- Recommendation on Recovery Planning Software
- Implementation of Recovery Planning Software

Business Impact Analysis

- Business Impact Assessment Report

Detailed Definition of Requirements

- Recovery Needs Profile
- Plan Scope, Objectives and Assumptions

Plan Development

- Data Centre Recovery Plan
- Prototype Business Units Resumption Plan
- Recovery Standards

Testing Program

- Testing Goals
- Testing Strategies
- Testing Procedures

Maintenance Program

- Maintenance Procedures
- Change Management Recommendations

Initial Plan Testing and Implementation

- Initial Test Report
- Implementation

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Course Methodology:

A variety of methodologies will be used during the course that includes:

- (30%) Based on Case Studies
- (30%) Techniques
- (30%) Role Play
- (10%) Concepts
- Pre-test and Post-test
- Variety of Learning Methods
- Lectures
- Case Studies and Self Questionnaires
- Group Work
- Discussion
- Presentation

Course Fees:

To be advice as per course location. This rate includes participant's manual, Hands-Outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Certificate:

International Center for Training & Development (ICTD) will award an internationally recognized certificate(s) for each delegate on completion of training.

Course Timings:

Daily Course Timings:

08:00 - 08:20	Morning Coffee / Tea
08:20 - 10:00	First Session
10:00 - 10:20	Coffee / Tea / Snacks
10:20 - 12:20	Second Session
12:20 - 13:30	Lunch Break & Prayer Break
13:30 - 15:00	Last Session

