



Advanced Business Continuity Planning and Assurance Training Course

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Overview

Advanced Business Continuity Planning and Assurance Training Course is a five-day course for continuity managers, crisis planners, risk specialists, and assurance professionals who leave with a Continuity Planning Assurance Dossier. Participants apply NCEMA 7000:2021 to translate organizational duties into impact evidence, recovery priorities, planning controls, exercise records, and improvement decisions. The course resolves gaps between written arrangements and demonstrable readiness through structured planning and verification. Agile Leaders Training Center presents continuity planning as an evidence-led governance discipline.

Who Should Attend

- Continuity functions responsible for planning, coordination, maintenance, and readiness evidence
- Emergency and crisis functions responsible for escalation, response interfaces, and operational coordination
- Risk functions responsible for disruption scenarios, controls, dependencies, and recovery priorities
- Internal assurance functions responsible for reviewing planning evidence and improvement actions
- Public-service and regulated-entity functions responsible for aligning continuity arrangements with applicable requirements

The course assumes participants already contribute to continuity planning, risk analysis, crisis coordination, or assurance and leaves out introductory awareness, certification preparation, and technical disaster recovery configuration.

Departments and Industries

The course supports departments and industries that must demonstrate continuity planning and operational readiness.

- Business continuity, emergency management, enterprise risk, and internal assurance
- Operations, facilities, technology, supply chain, and corporate services
- Banking, insurance, telecommunications, and professional services
- Energy, transportation, manufacturing, and utilities
- Healthcare, education, public services, and hospitality

Learning Objectives

By the end of this course, participants will be able to:



- Analyze continuity governance duties and planning boundaries
- Build business impact analysis and dependency evidence
- Evaluate disruption risks against recovery priorities
- Compare continuity strategies and resource options
- Apply plan controls and exercise design methods
- Prioritize assurance findings and improvement actions

Course Agenda

Day 1: Governance and Planning Boundaries

- NCEMA 7000:2021 Application Map
- Continuity Governance Responsibility Matrix
- Organizational Duty and Stakeholder Register
- Planning Scope and Boundary Canvas
- Readiness Evidence Architecture

Day 2: Impact and Disruption Evidence

- Business Impact Analysis Interview Guide
- Impact Over Time Assessment Scale
- Prioritized Activity and Dependency Network
- Disruption Risk Scenario Matrix
- Recovery Requirement Evidence Sheet

Day 3: Strategies and Plan Controls

- Continuity Strategy Option Appraisal
- Resource Capability Gap Register
- Response and Recovery Plan Architecture
- Escalation Threshold Decision Tree
- Plan Ownership and Change Control Log

Day 4: Exercises and Assurance

- Exercise Objective and Scenario Builder
- Participant Action Observation Sheet
- Continuity Capability Evaluation Rubric
- Assurance Finding Classification Method
- Improvement Action Priority Board



Day 5: Continuity Planning Assurance Practice

- Exercise: Diagnose Governance and Scope Evidence
- Exercise: Validate Impact and Dependency Records
- Exercise: Challenge Strategy and Resource Choices
- Exercise: Evaluate Plan and Exercise Evidence
- Capstone Exercise: Continuity Planning Assurance Dossier

Practical Exercises

The course uses suggested activities to apply continuity planning and assurance across operating settings.

- Suggested activity: map continuity duties and evidence ownership for a public-service operation.
- Suggested activity: assess impact, dependencies, and recovery priorities for a telecommunications disruption.
- Suggested activity: compare continuity strategies for an energy supply interruption.
- Suggested activity: evaluate exercise observations and prepare improvement decisions for a healthcare service.

FAQs

Who suits advanced business continuity planning and what does it assume?

Advanced business continuity planning suits managers, coordinators, risk specialists, and assurance professionals who already contribute to analysis, planning, crisis coordination, exercises, or review.

How does continuity planning assurance differ from introductory business continuity training?

Continuity planning assurance tests whether governance, impact evidence, strategies, plans, and exercises form a traceable basis for readiness decisions, while introductory training focuses on concepts and basic components.

How does business impact analysis support continuity planning?

Business impact analysis identifies activities, dependencies, impact over time, resource needs, and recovery priorities that guide continuity strategy and plan design.

What evidence supports continuity exercise assurance?

Continuity exercise assurance uses stated objectives, scenarios, participant actions, observations, capability criteria, findings, assigned actions, and effectiveness checks.



How should continuity improvement actions be prioritized?

Continuity improvement actions should be prioritized by service impact, control weakness, dependency exposure, recovery risk, ownership, and the evidence needed to confirm completion.

Conclusion

Participants leave with a Continuity Planning Assurance Dossier containing the governance map, impact evidence, recovery priorities, strategy appraisal, plan controls, exercise records, and improvement board. The dossier connects planning decisions to traceable evidence. It enables participants to identify readiness gaps, assign action owners, and support structured management review.



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