

Consistent with international standards, guidelines, and best practices such as ISO/IEC 17799, Cobit, BS 25999, NFPA 1600, FFIEC, and SAS 70

Become a professional business continuity auditor

Learn how to review your company's readiness to deal with business disruptions ranging from minor outages to major disasters.



ADVANCED BUSINESS CONTINUITY PROGRAM AUDIT

CBRA Seminar (3-day course)

Description

The objective of this course is to teach students how to assess a company's ability to maintain continuity in the event of a business disruption. It provides 3 days of intensive business continuity program audit training to enable students to determine the effectiveness, adequacy, and quality of an organization's Business Continuity Program.

This course is designed for anyone who wants to:

- Learn business continuity audit concepts, principles, and a step-by-step audit methodology
- Become a business continuity program auditor
- Conduct an assessment of the business continuity program within their own organization
- Provide BC audit consulting services
- Learn known difficulties and challenges expected during a BC audit

At the end of this course students will learn how to:

- Conduct a business continuity program audit based on a well-founded audit framework
- Review the organization's business continuity program process
- Identify strengths and weaknesses of a business continuity program
- Formulate recommendations to strengthen a business continuity program
- Avoid common auditing mistakes
- Follow a structured approach to a BC audit
- Present and explain audit analysis to senior management

Features

- A comprehensive overview of the business continuity program including the business continuity planning and management processes.
- A step-by-step audit methodology based on industry standards, guidelines, and best practices such as ISO/IEC 17799, Cobit, NFPA 1600, FFIEC, and SAS 70.
- A sample case study of a business continuity program audit.
- Business continuity program audit take-home templates.

Why Take This Course?

Students taking this course will be able to:

- Become a professional BC auditor
- Determine the level of corporate compliance against industry audit standards, rules, and regulations
- Reduce risks, vulnerabilities, and operational losses in the event of a business disruption
- Reduce insurance premiums through compliance
- Improve client, partner, and supplier retention and relationships
- Increase control over internal/external BC processes
- Ensure BC program and plan are reliable, effective, and on track

(See reverse side for course topics)

CBRA Seminar: Advanced Business Continuity Audit (3-day Course)



Course Topics

- Purpose and scope of BCP
- Introduction to a business continuity program
- Business continuity program life-cycle process
- BC program management overview
- Need for a business continuity audit
- Compliance rules, regulations, and standards
- Objectives of a BC program audit
- Scope of BC program audit
- Types of BC program audits
- Comparison of internal and external audit
- Critical success factors
- Audit issues and challenges
- Audit methodology phases
- Establishing an internal audit program
- Comparison of active and passive audits
- Auditor's role and responsibilities
- BC audit related guidelines and standards (including Sarbanes-Oxley)
- Audit budget
- Audit gap analysis
- Assessing business continuity and disaster recovery maturity levels
- Customizing audit examination approach
- BC program audit areas
- Detailed audit activities for each area
- Audit questionnaires and interviews
- Audit tools and templates
- Response analysis
- Recommendations
- Audit reporting guidelines
- Sample audit case study
- Sample audit case study exercises and questionnaires

Audit Methodology Phases

Phase 1 - Audit Initiation

- Learn how to initiate a business continuity program audit, raise awareness, and gain commitment

Phase 2 - Compliance Requirements

- Learn how to determine corporate audit objectives, scope, rules, regulations, and standards compliance requirements

Phase 3 - Compliance Maturity Evaluation

- Learn how to determine current corporate compliance

Phase 4 - Audit Customization

- Learn how to align audit to specific company requirements

Phase 5 - Audit Planning Process

- Learn how to develop an audit strategy and a project plan.

Phase 6 - Audit Plan Implementation

- Learn how to implement project plan and collect data

Phase 7 - Audit Data Synthesis and Analysis

- Learn how to synthesis, analyze, and consolidate audit data

Phase 8 - Compliance Gap Analysis

- Determine level of corporate compliance against industry audit standards, rules and regulations

Phase 9 - Audit Review

- Learn how to review and revise findings

Phase 10 - Audit Reporting

- Learn how develop and present the audit report

Who Should Attend?

This course is intended for anyone with or without prior audit knowledge or experience. Day 1 includes an overview of the BC program. The following personnel are strongly recommended to attend this course:

- Business continuity coordinator
- BC program auditor/compliance auditor
- Information security auditor
- Financial auditor
- Internal/external auditor
- Risk management professionals
- Business continuity professional/consultant
- Senior executive and management
- Emergency/disaster recovery professionals

Become a professional business continuity auditor

Handouts

- Workbook
- Textbook
- Audit Templates
- Case Study

Seminar Information

This seminar is available for on-site and off-site training.

The seminar fee is \$2900 USD. Package pricing and discounts are available for multiple enrollments.

Visit www.brcci.org or contact a BRCCI Education Affiliate.