



BUSINESS CONTINUITY AND CRISIS MANAGEMENT

Business Continuity, Auditing Plans Using ISO22301

Course code: BCCM-005

SPARK TRAINING

Professional training courses for leaders, specialists, and organizations seeking practical capability development.

info@sparktraining.eu

+31 85 115 0004 | sparktraining.eu

— Workshop Overview

Organizations face increasing operational risks and disruptions that can significantly impact business performance and continuity. This course provides participants with practical knowledge and auditing techniques for implementing and evaluating Business Continuity Management Systems (BCMS) aligned with ISO 22301 requirements. Participants will learn how to assess continuity plans, strengthen resilience, and conduct effective business continuity audits.

Why Attend

The course combines presentations, practical workshops, case studies, group discussions, audit simulations, exercises, and real-world business continuity scenarios to support practical understanding and implementation.

Who Should Attend

Internal auditors
Business continuity managers
Risk management professionals
Compliance and governance specialists
Quality management professionals
Crisis management teams
Professionals responsible for resilience and

— Learning Objectives

- Understand business continuity management principles and frameworks
- Apply the requirements of ISO 22301 in organizational environments
- Conduct business impact analysis and risk assessments
- Plan and execute business continuity audits effectively
- Evaluate nonconformities and improve continuity processes
- Strengthen organizational resilience and preparedness
- Apply practical auditing techniques and reporting methods

— Course Outline

DAY 1

Foundations of Business Continuity Management

- Understanding business continuity principles and organizational resilience concepts
- Examining the importance and strategic value of business continuity programs
- Understanding the relationship between business continuity and broader risk management frameworks
- Reviewing the structure and components of Business Continuity Management Systems
- Identifying stakeholders and strengthening engagement strategies
- Conducting organizational assessments to evaluate continuity readiness

DAY 2

ISO 22301 Framework and BCMS Implementation

- Understanding the implementation requirements of an effective continuity management system
- Reviewing key principles and clauses within ISO 22301
- Examining the relationship between ISO 22301 and related management standards
- Applying structured approaches to implementing continuity management systems
- Conducting business impact analysis and risk assessment activities
- Evaluating organizational readiness and implementation effectiveness

DAY 3

Audit Planning and Business Continuity Assessment

- Understanding management system auditing approaches and methodologies
- Reviewing different audit types and internal auditor responsibilities
- Planning and organizing business continuity audit activities
- Developing and utilizing audit checklists effectively
- Conducting opening and closing meetings professionally
- Understanding specific considerations within business continuity audits

DAY 4

Conducting Audits and Reporting Results

- Developing effective audit questions and interviewing techniques
- Identifying and documenting nonconformities appropriately
- Preparing professional audit reports and findings
- Managing corrective actions and closing audit observations
- Strengthening audit value through practical recommendations
- Applying learning through role-play and practical audit exercises

DAY

5

Practical Implementation and Continuous Improvement

- Prioritizing business continuity activities according to organizational risk levels
- Identifying competency and training requirements within continuity programs
- Understanding common implementation and auditing challenges
- Reviewing effective practices and areas to avoid during implementation
- Establishing improvement plans and future actions
- Developing practical next steps for strengthening continuity and audit capabilities

— Upcoming Classroom Dates

DATE	LOCATION	FEE
5 - 9 October 2026	Frankfurt - Germany	€1,625
12 - 16 October 2026	Kuala Lumpur - Malaysia	€1,400
9 - 13 November 2026	Amsterdam - Netherlands	€2,125
16 - 20 November 2026	London - United Kingdom	€2,100
7 - 11 December 2026	Kuala Lumpur - Malaysia	€1,400
14 - 18 December 2026	Munich - Germany	€2,125
21 - 25 December 2026	London - United Kingdom	€2,100
4 - 8 January 2027	London - United Kingdom	€2,100

— Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact info@sparktraining.eu or +31 85 115 0004.