



Quality Management & Operational Excellence

ISO 22301:2012 Lead Implementer

Course Introduction

This intensive five-day course provides participants with a comprehensive understanding of ISO 22301:2012, the international standard for Business Continuity Management Systems (BCMS). Participants will learn how to implement and manage a BCMS based on ISO 22301, ensuring resilience, compliance, and continuous improvement within their organizations. This course is designed and delivered by **BOOST** to equip professionals with the knowledge and skills required to lead BCMS implementation effectively.

Target Audience

- Business Continuity Managers and Consultants
- Risk Managers and Compliance Officers
- IT and Security Professionals
- Senior Management and Decision-Makers
- Internal and External Auditors
- Professionals responsible for implementing ISO 22301 in their organizations

Learning Objectives

- Understand the key principles, requirements, and benefits of ISO 22301:2012.
- Develop a business continuity management framework aligned with ISO 22301.
- Implement risk assessment and business impact analysis strategies.
- Establish and maintain business continuity plans and incident response mechanisms.
- Lead an organization through the certification process and ensure compliance.

Continuously improve the BCMS to adapt to evolving business risks.

Course Outline

• 01 DAY ONE

Introduction to ISO 22301 and Business Continuity Fundamentals

- Overview of Business Continuity Management Systems (BCMS)
- Key concepts and principles of ISO 22301:2012
- Understanding organizational context and stakeholder requirements
- Legal and regulatory framework for business continuity

• 02 DAY TWO

Business Impact Analysis (BIA) and Risk Assessment

- Identifying critical business functions and dependencies
- Conducting Business Impact Analysis (BIA)
- Risk assessment methodologies for business continuity
- Defining business continuity objectives and requirements

• 03 DAY THREE

Developing and Implementing a BCMS

- Establishing policies, procedures, and governance structures
- Creating business continuity plans and recovery strategies
- Incident response planning and crisis communication

- Training and awareness programs for business continuity

• 04 DAY FOUR

Performance Evaluation, Testing, and Continuous Improvement

- Monitoring and measuring BCMS effectiveness
- Conducting internal audits and management reviews
- Business continuity testing and simulation exercises
- Corrective actions and continual improvement strategies

• 05 DAY FIVE

Certification Process and Practical Implementation

- Steps to achieve ISO 22301 certification
- Documentation requirements and audit preparation
- Common challenges and best practices for successful implementation

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
April 21, 2025	April 25, 2025	5 days	4250.00 \$	UAE - Abu Dhabi
Aug. 18, 2025	Aug. 22, 2025	5 days	4250.00 \$	UAE - Dubai
Dec. 29, 2025	Jan. 2, 2026	5 days	4250.00 \$	UAE - Dubai
Sept. 8, 2025	Sept. 12, 2025	5 days	4250.00 \$	UAE - Dubai