

One-day masterclass  
16 August 2010  
Vibe Hotel, North Sydney

**ONLY**  
**\$895 + GST**

When you  
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16 July 2010

# Business Continuity Audit Masterclass

Prepare your organisation for BC  
and DR audits and compliance reviews

## Masterclass leader:



**Rinske Geerlings**  
Managing Director,  
Business as Usual

<http://www.businessasusual.net.au/>

**This one-day masterclass will provide an interactive environment that will enable you to:**

- » Understand how to review your organisation's BC/DR processes
- » Prepare for organisational certification/compliance with APRA, ISO/PAS 22399, BS25999, AS HB221:2004, Sarbanes-Oxley and Basel II requirements related to BCP/DR
- » Plan for organisational (self) assessment and benchmarking initiatives in regards to NFPA 1600, ITIL and CobiT
- » Know how to avoid common mistakes and pitfalls in relation to BC audits
- » Learn how to present findings and recommendations to senior management

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Please note: Due to the interactive nature of this event numbers are strictly limited

# Business Continuity Audit Masterclass

Prepare your organisation for BC and DR audits and compliance reviews

## Why is this masterclass relevant to you?

Most organisations have implemented business continuity plans (BCPs) in recent years. However, the continual reviewing, testing, exercising and improving of BCPs is critical in ensuring ongoing compliance with standards and guidelines.

This masterclass will provide you with hands-on experience and is a confidence builder for those involved in business continuity (BC) or disaster recovery (DR) audits and compliance.

The masterclass will prove to be invaluable regardless of the experience level of the participant. To those who have well-developed plans and knowledge this masterclass will enhance their preparedness for auditors coming in. Those with limited or no knowledge about business continuity will gain an understanding of the benefits of having solid plans in place. They will also become familiar with the key aspects of a BC/DR plan.

You are invited to bring your own organisation's BC plans and standards to this masterclass and to learn from other participants and their experiences with BC/DR audits.

No colleague to buddy up with, or confidentiality requirements preventing you from being able to share real-life plan contents during the masterclass? Not to worry, you will greatly benefit from the practical examples, case studies and models provided by the masterclass leader.

## Who should attend?

- Business Continuity Managers
- Disaster Recovery Coordinators
- Internal and External Auditors
- Assurance Professionals
- BC/DR Consultants
- Risk Managers
- IT Managers
- Services Continuity Managers
- Business Managers
- Crisis Managers
- Business Managers, Strategists and Analysts
- Security Managers
- OH&S Specialists
- Premises Managers
- Financial Auditors
- Senior Executives
- Compliance Managers/Professionals
- Incident Managers and Planners
- Professionals responsible for Emergency Management, Operations and Planning

## Masterclass leader:



**Rinske Geerlings**  
Managing Director,  
Business as Usual

<http://www.businessasusual.net.au/>

Rinske Geerlings has been specialising in business continuity, disaster recovery and business process improvements for more than 15 years, and is often sourced as a panel expert or speaker on topics like 'How to perform successful disaster recovery exercises', 'Creating buy-in for business continuity across your organisation' and pandemic planning.

Rinske gained most of her experience at Rabobank Australia as well as in various management consulting/training roles. She regularly assists organisations with business continuity pre-audit health-checks, disaster recovery, rehearsals, board preparation and buy-in, desktop walk-throughs of business continuity plans, training and integration between BC/DR and IT.

# Masterclass Agenda

## Business Continuity Audit

One-day masterclass

16 August 2010

### 8.45 Registration and refreshments

### 9.15 Introduction and welcome

Rinske will introduce the masterclass objectives and discuss how the day will proceed. Attendees will have the opportunity to participate in a brief 'getting to know you' exercise, so that everyone is familiar with fellow attendees' backgrounds and what they hope to achieve from the masterclass.

### 9.30 Understand the standards!

In this session Rinske will give an overview of the following standards and their business continuity and disaster recovery aspects:

- APS 232/GPS222 (APRA)
- BS25999
- AS HB221/292
- NFPA 1600:2007
- ISO/PAS 22399
- DS4 (CobIT)
- ITSCM (ITIL)
- Sarbanes-Oxley
- Basel II

Rinske will present case studies of organisations that have adopted these standards and gone through audits. After gaining an understanding of each standard, you will have the opportunity to engage in interactive group work and practice for auditors visiting your organisation.

At the end of this session you will have an understanding of the key contents and differentiators of the standards, how to obtain standards documentation for each standard and the common process weaknesses encountered.

### 12.30 Networking lunch

### 1.30 Learn the tricks!

In this session Rinske will give an overview of the assessment methods commonly used by internal/external auditors and the hot topics on auditors' priority lists. You will also receive a generic model that can be used for internal review of your own organisation.

Throughout the day you will have the opportunity to share and pre-audit your organisation's business continuity and disaster recovery plans.

You will leave the day with a thorough understanding of the steps to take towards your organisation's compliance/certification.

### 4.30 Wrap-up and end of masterclass

### Preparing for this masterclass

*Attendees are invited to submit specific business continuity and disaster recovery challenges that they would like to have discussed during the masterclass.*

*Please email your challenges to: [sbailey@arkgroupasia.com](mailto:sbailey@arkgroupasia.com) at least two weeks prior to the masterclass.*

*If you do not want your organisation identified, use a pseudonym such as BigBankCo, or SmallRetailCo to indicate the industry involved and the size of the organisation.*

## RECOMMENDED READINGS

### BCM Toolkit

Gary Hibberd

Year Published: 2009

Pages: 208



This report is a comprehensive step-by step guide on implementing a successful BCM framework and discusses Business Impact Analysis (BIA)

<http://tinyurl.com/bpmreport>

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## Business Continuity Audit Masterclass 16 August 2010, Vibe Hotel, North Sydney

### PUT YOUR DETAILS HERE:

ORGANISATION NAME

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	Masterclass
<b>Standard Pricing</b>	<input type="checkbox"/> \$995 + 10% GST = <b>\$1094.50</b>
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<b>Member Discount</b> (exp:16/07/2010) I am a member of ASTC VIC, ASTC NSW, Inside Knowledge, BDStrategy	<input type="checkbox"/> <b>Save 150</b> \$845 + 10% GST = <b>\$929.50</b>

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3rd			
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Please note: Payment must be received in full prior to the event to guarantee your place

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Card number

Expiry date

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Payment enclosed (Cheques should be made payable to Ark Group Australia Pty Ltd)

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#### Booking conditions

- Bookings can be submitted at any stage prior to the event, subject to availability. A limited allocation is being held and booking early is therefore recommended. In the event of the booking not being accepted by Ark Group Australia the total amount will be refunded.
- Payment must be received in full prior to the course.
- All speakers are correct at the time of printing, but are subject to variation without notice.
- If the delegate cancels after the booking has been accepted, the delegate will be liable to the following cancellation charges:
  - Cancellations notified over 45 days prior to the event will not incur a cancellation fee.
  - In the event of a cancellation being between 45 and 30 days prior to the event, a 20% cancellation fee will be charged.
- For cancellations received less than 30 days prior to the event, the full delegate rate must be paid and no refunds will be available.
- All bookings submitted by e-mail, fax, or over the telephone are subject to these booking conditions.
- All cancellations must be received in writing.
- Ark Group Australia will not be held liable for circumstances beyond their control which lead to the cancellation or variation of the programme.
- All bookings, whether Australian or overseas will be charged Australian GST at the prevailing rate at the time of booking.
- Delegates are responsible for their own travel, accommodation and visa requirements.

#### Event venue and accommodation

Best available rates at Vibe Hotel, North Sydney. Please contact the hotel directly to make your reservation, quoting 'Ark Group Australia' as your reference.

#### Vibe Hotel North Sydney

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Milsons Point

Sydney NSW 2061

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f: +61 2 9955 3522

[vhns@vibehotels.com.au](http://vhns@vibehotels.com.au)

#### Group Discount

When you bring a team of three, you can bring a 4th delegate for free!

#### Sponsorship or Exhibition Opportunities

If you are interested in sponsoring or exhibiting at this event please contact Bhuwan Rai:

Phone: 1 300 550 662

Email: [aga@arkgroupasia.com](mailto:aga@arkgroupasia.com)

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