

CBCP (CERTIFIED BUSINESS CONTINUITY PROFESSIONAL)



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TRAINING CENTER



Introduction

CBCP (Certified Business Continuity Professional) Training Course builds the professional knowledge and discipline that business continuity practitioners must demonstrate. Participants work through BCM programme management and the professional practices framework, risk evaluation and business impact analysis, continuity strategy design and plan development, awareness, training, and exercise programmes, and plan maintenance, crisis coordination, and programme validation as one connected body of knowledge. The programme links the disruption an organisation may face with the practitioner's professional method for preparing, responding, and recovering. As a result, learners gain a practical command of business continuity practice. Furthermore, the course strengthens continuity judgement, planning discipline, and professional readiness.

CBCP (Certified Business Continuity Professional) Course Objectives

- Explain BCM concepts, the professional practices framework, and the BCM lifecycle.
- Apply BCM programme management and project initiation.
- Apply risk evaluation and control methods for continuity.
- Apply business impact analysis (BIA) and recovery objectives.
- Apply continuity strategy design and cost-benefit comparison.
- Apply emergency response, crisis coordination, and command practice.
- Apply business continuity plan development and documentation control.
- Apply awareness, training, and exercise programme design.
- Apply plan maintenance, review cycles, and change control.
- Apply coordination with external agencies and continuity validation.

Course Methodology



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- Interactive sessions built on BCM practice and certification-style questions.
- Workshops on BIA, recovery objectives, and continuity strategy design.
- Group exercises on plan development, exercise design, and crisis scenarios.
- Hands-on practice with BCM plans, registers, and professional checklists.
- Simulation of a continuity exercise and a crisis coordination session.
- Facilitator coaching and structured certification revision guidance.

Who Should Take This Course

- Business continuity professionals and programme managers.
- Resilience, risk, and operational continuity officers.
- IT disaster recovery and infrastructure managers.
- Emergency response and crisis coordinators.
- Facilities, security, and HSE managers.
- Consultants and practitioners preparing for BCM certification.

CBCP (Certified Business Continuity Professional) Course Outlines

Day 1: BCM Foundations and Programme Management

- BCM concepts, terminology, and business case.
- The professional practices framework and BCM lifecycle.
- Programme management, project initiation, and scope.
- Governance, steering committees, and programme roles.
- Legal, regulatory, and contractual continuity obligations.
- Common BCM failures and professional pitfalls.





- Case discussion: a BCM project that stalled after the analysis stage.

Day 2: Risk Evaluation and Business Impact Analysis

- Risk evaluation and control methods for continuity.
- Threat identification, likelihood, and impact analysis.
- Business impact analysis (BIA) method and process.
- Critical activities, dependencies, and single points of failure.
- Recovery time objectives (RTO) and recovery point objectives (RPO).
- Maximum tolerable downtime and continuity objectives.
- Workshop: conducting a BIA and documenting recovery objectives.

Day 3: Continuity Strategies and Plan Development

- Continuity strategy selection and cost-benefit comparison.
- Recovery strategies for IT, data, communications, and sites.
- Workforce, workplace, and supplier resilience strategies.
- Alternative site and work area recovery options.
- Plan structure, content standards, and writing quality.
- Response procedures, escalation ladders, and call trees.
- Exercise: drafting a continuity plan with response procedures.

Day 4: Awareness, Training, and Exercising

- Awareness programmes and continuity culture building.
- Training and competence requirements by role.
- Exercise programme design and exercise types.
- Desktop, simulation, and live exercise planning.

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- Post-exercise review, lessons learned, and plan update.
- Crisis coordination and emergency response interfaces.
- Simulation: running a continuity exercise and review session.

Day 5: Maintenance and Coordination with External Agencies

- Plan maintenance, review cycles, and change control.
- Dependency on suppliers and third-party continuity verification.
- Coordination with emergency services and public authorities.
- Mutual aid agreements and inter-organisation cooperation.
- Crisis communication and media interface practice.
- Programme performance metrics and validation.
- Capstone: presenting a business continuity professional practice plan.

Conclusion

By successfully completing CBCP (Certified Business Continuity Professional), participants will gain a practical command of BCM programme management, risk evaluation and business impact analysis, continuity strategy and plan development, awareness, training and exercising, and plan maintenance and external coordination. They will acquire skills in impact analysis, continuity strategy design, exercise management, and crisis coordination that support professional continuity practice and certification preparation. Gentex Training Center designs the programme to help professionals build business continuity capability with confidence.





FAQs for the CBCP (Certified Business Continuity Professional) course

Q1 What is the "CBCP (Certified Business Continuity Professional)" course about?

It builds the professional knowledge and discipline that business continuity practitioners must demonstrate. The course spans BCM foundations and programme management, risk evaluation and business impact analysis, continuity strategies and plan development, awareness, training and exercising, and maintenance and external coordination.

Q2 What are the key benefits of the "CBCP (Certified Business Continuity Professional)" course?

You gain a practical command of business continuity practice that links the disruption an organisation may face with the practitioner's professional method for preparing, responding, and recovering. The course improves BIA practice and recovery objective setting, strengthens continuity strategy and plan design, sharpens exercise and awareness programme practice, and gives you maintenance and external coordination discipline that keeps continuity work professional and current.

Q3 What skills will I gain from the "CBCP (Certified Business Continuity Professional)" course?

You will develop four core skills: BCM programme management with lifecycle and professional practices application, risk evaluation and business impact analysis with recovery objective setting, continuity strategy design and plan development, and awareness, training, exercise and crisis coordination practice.



Q4 What tools, methods, or standards are covered in the "CBCP (Certified Business Continuity Professional)" course?

The course covers BCM concepts, terminology and business case, the professional practices framework and BCM lifecycle, programme management, project initiation and scope, governance, steering committees and programme roles, legal, regulatory and contractual continuity obligations, risk evaluation and control methods, threat identification, likelihood and impact analysis, business impact analysis (BIA) method and process, critical activities, dependencies and single points of failure, recovery time objectives (RTO) and recovery point objectives (RPO), maximum tolerable downtime and continuity objectives, continuity strategy selection and cost-benefit comparison, recovery strategies for IT, data, communications and sites, workforce, workplace and supplier resilience strategies, alternative site and work area recovery options, plan structure, content standards and writing quality, response procedures, escalation ladders and call trees, awareness programmes and continuity culture building, training and competence requirements by role, exercise programme design and exercise types, desktop, simulation and live exercise planning, post-exercise review, lessons learned and plan update, crisis coordination and emergency response interfaces, plan maintenance, review cycles and change control, dependency on suppliers and third-party continuity verification, coordination with emergency services and public authorities, mutual aid agreements and inter-organisation cooperation, crisis communication and media interface practice, and programme performance metrics and validation.



Q5 How is the "CBCP (Certified Business Continuity Professional)" course applied in real-world practice?

Participants apply it to real work such as conducting a BIA and documenting recovery objectives, drafting a continuity plan with response procedures, designing and running a desktop exercise, reviewing exercise results and updating plans, verifying a supplier's continuity arrangements, coordinating with emergency services, and presenting a professional BCM practice plan. The same methods support certification revision and continuity programme validation.