

<b>TSC Category</b>	Business and Organisational Management					
<b>TSC</b>	Business Continuity Management					
<b>TSC Description</b>	Develop Business Continuity Plans (BCPs) by executing business impact analyses, enterprise threat and risk analyses, impact scenario evaluations, recovery requirements and solution implementation in the organisation					
<b>TSC Proficiency Description</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>	<b>Level 6</b>
				ECM-BIN-4002-1.1	ECM-BIN-5002-1.1	ECM-BIN-6002-1.1
				Interpret Business Continuity Plans (BCPs) to support the implementation of BCPs	Establish and implement Business Continuity Plan (BCP) responses in the event of crisis situations as a senior team member of the Business Continuity Management team	Drive organisation-wide Business Continuity Plans (BCPs) or Business Continuity Management Systems (BCMSs) to ensure rapid responses during disruptive events
<b>Knowledge</b>				<ul style="list-style-type: none"> <li>BCP principles and practices</li> <li>BCP implementation methods</li> <li>Contents and guidelines of testing plans</li> <li>Recovery strategies and business continuity strategies</li> <li>BCP review methods</li> <li>Principles of recovery and resumption activities</li> </ul>	<ul style="list-style-type: none"> <li>Business continuity planning and execution methods</li> <li>BCP effectiveness assessment methods</li> <li>Policies and procedures in monitoring and reporting lapses in BCPs</li> <li>Methods in leading post-response and recovery phase activities</li> <li>Methods of rolling out BCPs to key members</li> <li>Methods of monitoring and liaising with Emergency Response and Crisis Management (ERCM) teams</li> <li>Methods in prioritising recovery and resumption activities</li> </ul>	<ul style="list-style-type: none"> <li>Principles of business continuity management, key aims and objectives</li> <li>Business continuity management leading practices within the industry</li> <li>Levels of maturity of business continuity management in organisations</li> <li>Auditing techniques</li> <li>Business continuity recovery strategies</li> <li>Methods of evaluating the effectiveness of BCPs</li> </ul>

<p><b>Abilities</b></p>				<ul style="list-style-type: none"> <li>• Supervise the implementation and execution of BCPs in the event of crisis situations</li> <li>• Supervise and monitor effectiveness of BCPs against test and exercise criteria</li> <li>• Perform cost-benefit analyses to re-assess viability and sustainability of BCPs</li> <li>• Analyse the impact of disruptive events on critical business functions</li> <li>• Report findings to management for follow-up actions in accordance with communication plans</li> <li>• Recommend improvements to BCPs in accordance with recovery strategies and business continuity strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Implement and execute BCP responses in the event of crisis situations as a senior member</li> <li>• Develop BCPs aligned with business continuity strategies in consultation with relevant stakeholders</li> <li>• Consolidate, summarise and document BCPs for senior management's review</li> <li>• Advise the organisation on the requirements for business continuity management in consultation with senior management</li> <li>• Manage and report on the effectiveness of business continuity management</li> <li>• Advise the organisation and relevant stakeholders in the post response and recovery phases to minimise consequences</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure BCPs and crisis management plans are in accordance with business continuity strategies</li> <li>• Endorse BCP policies, strategies and plans</li> <li>• Provide oversight to business continuity management within the organisation to ensure rapid response during disruptive events</li> <li>• Review reports on the business impact of disruptive events on the organisation</li> <li>• Authorise the activation of BCP activities and stand down procedures in accordance with business continuity strategies and crisis management plans</li> <li>• Direct communication of disruptive events to the relevant stakeholders including media responses, in accordance with BCP communication protocols</li> </ul>
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