A 2-day intensive course on Business Continuity and Scenario Planning focused on the banking/financial institution environment with a view to providing professionals with a firm foundation of the standards of best practice in the critical area Business Continuity Planning.

The Basel Accords have raised the profile of Operational Risk. There are a range of challenges within the accords where financial service firms need to consider a wide range of complex issues including events that have not happened yet. One of the most crucial objectives of management is to learn how to deal with the new requirements with regard to Business Continuity Planning.

The course includes 3 detailed business continuity case studies and an interactive section on developing effective scenarios.

The objectives of this course are to provide professionals in the banking and financial sector with a sound foundation in the area of Business.

Participants will be able to identify potential risks and their impact as well as to prepare and implement action plans dealing with the business continuity recovery process in their own institutions. A key tool in this process is scenario planning.
8.00am – 8.30am Registrations & Welcome Coffee

8.30am – 11.00am

► What is Business Continuity? How Business Continuity evolved; What are the differences with regular risk management
► Why is Business Continuity Critical? We examine potential “headaches” such as telecommunications failures and the potential for disruptions caused by environmental failures.
► Case Study: Japan 9.0 - 2011 Japanese Earthquake, Tsunami & Nuclear Power Plant Failure What the events in Japan teach us about Business Continuity & Disaster Recovery - Successes - Failures
► Basic Definitions - we explore some basic definitions such as Business Continuity Management, Business Impact Analysis, Critical Market Participants, Major Operational Disruption, Operational Risk, Recovery Time and Resilience among others.

11.00am – 11.20am Morning Coffee Break

11.20am – 1.30pm

► Risks & Threats – understanding risk, what are the real treats and interdependencies are only a few of the many issues covered in this session.
► The Basel Principles for Business Continuity - We explore the Basel Committee on Banking Supervision’s set of high-level principles intended to support international standard setting organizations and national financial authorities in their efforts to improve the resilience of financial systems to major operational disruptions.
► Effective Business Continuity Management - We explore the details of a range of activities aimed at identifying, controlling, and mitigating risks. Included in this section are issues such as: Risk Management & BCP, Types of Contingency Related Plans, Key Differences Between BCP & DRP, Interrelationship of Contingency Related Plans, Risk Monitoring, Business Impact Analyses, Recovery Strategies, Business Continuity Plans, Diversification of Back-Up Arrangements, Testing Program, Training and Awareness Programs, Communication and Crisis management Programs, Recovery Times.

1.30pm – 2.30pm Light Lunch

2.30pm – 4.00pm

► What are the Costs? A possible barrier to the adoption of comprehensive Business Continuity is that it is seen as a sunk cost and as being of no immediate benefit to the bottom line
- What are the Costs?
- Balancing costs against recovery times,
- Recovery Point & Recovery Time,
- Recovery Cost Balancing,
- Cost of Alternative Sites.
► The Human Aspect - building resiliency into your human capital. We examine the nature of human capital, human capital risks in crisis situations, and critical factors in the human chain.
- Human Capital Risks (Ability to Attend Work, Ability to Deliver Critical Internal Services, Ability to Maintain Business Operations.)
- Critical Factors in the Human Chain.
8.00am – 8.30am  Registrations & Welcome Coffee

8.30am – 11.00am

- **Business Continuity Pitfalls** — Issues that must be avoided in the BCP process to ensure success. The 10 commandments of business continuity management.
- **Key Issues in Business Continuity Planning in an IT Environment** — How do you determine the quality and effectiveness of the organization’s business continuity planning process, and whether the continuity testing program is sufficient to demonstrate the financial institution’s ability to meet its continuity objectives? We review key issues such as: Business Impact Analysis & Risk Assessment, Risk Management, Hardware, Back-up & Recovery Issues, Security, Outsourced Activities, Risk Monitoring & Testing, Execution, Evaluation, & Re-testing.

11.00am – 11.20am  Morning Coffee Break

11.20am – 1.30pm

- **Case Study : Major events and their affect on financial institutions**
  - Natural Disaster – Hurricane Katrina
  - Terrorism – London July 7th
  - Terrorism – 9/11 & Disruptions to the Payment System.

In each case study we look at the event, the impact to the financial system, specific problems and lessons learned.

- **Case Study: Ebola & Business Continuity** - Dramatic events are unfolding in mid-2014 as a major outbreak of Ebola is occurring in West Africa

We take a closer look at Ebola, what it is and why it is so dangerous and how it affects business continuity. What affected organizations who are affected by Ebola should be doing. How YOU should be viewing Ebola on a personal level and what practical precautions should you be taking.

1.30pm – 2.30pm  Light Lunch

2.30pm – 4.00pm

- **Scenario Planning – Vital Tool** — what it is, developing effective scenarios and linking scenarios to analysis. Using Scenarios for Business Continuity Planning.

- **Scenario planning immersion – the process.** How to do it. A hands on exercise.

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**INTERNATIONAL SPEAKER**

Richard Barr

Richard holds a B.S. in International Business Administration from a leading California University. His professional experience spans 21 years, 5 of which were spent with a leading U.S. Bank. Another 5 were spent honing his global banking expertise, involved with Trade Finance and cross border banking. 10 years have been in the Private and High-tech sectors providing high-level consulting services, business analysis, project management and training to a wide banking clientele spanning the globe.

More recently as an Advisor to a central bank on RTGS, Payment Systems Reform and Continuous Linked Settlement Projects he was involved in setting up the original project as well as providing inputs into various specialized aspects such as (1) other payment & settlement systems, (2) securities settlements (3) technology, (4) RFI product analysis (5) RTGS business model, (6) RFI product analysis, (7) system testing, (8) operations and (9) Project Management.

Specific specialist areas handled include RTGS System Design, Technology Risk Assessment, Complete design and execution of functionality tests and follow through leading to successful user acceptance testing, and system communications & SWIFT.

He has spent extensive time with a diversity of financial institutional clients in South Africa, Poland, Sweden, Ireland, Netherlands, Greece, Bermuda, Israel, Malawi, United Kingdom, North America and many other countries. Richard has filled the role of advisor to central banks on payment systems and technical payments issues.
BUSINESS CONTINUITY MANAGEMENT & SCENARIO PLANNING
(12th & 13th September 2016) – Registration Form

Registration & Payment Methods

Call to reserve a seat on:
+356 20933210

Complete, scan and e-mail to:
rsultana@castilleresources.com

Write a cheque payment to:
Castille Staffing Limited
Mail to: Castille Institute
Casa Leone, Pjazza Robert
Sammut, Floriana FRN 1200

Bank Transfer in Euro Denomination:
HSBC Bank A/C – Castille Staffing Ltd
IBAN: MT64 MMEB 4433 6000 0000
3330 7133 001
Swift: MMEB

Delegate(s) Personal Details

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Fee, Terms & Conditions

The registration fee includes participation to the course, coffee break/s, lunch and documentation material, which will be distributed at the beginning of the event. All bookings are considered binding on receipt of the booking form. An Invoice will be sent upon receipt of registration form. Please note that payment must be received prior to start of the training session. If you do not settle payment prior to the commencement day your participation cannot be guaranteed. We therefore consider that by signing this form you commit to settling your payment before the commencement date.

Cancellation – Cancellations made within five (5) working days prior to commencement date of each course will not be accepted and the fees will not be refunded. Substitutions are welcome at any time without any additional charge.

Disclaimer – Castille Institute reserved the right, in advance of the commencement date, to change or cancel any part of its published programme, or cancel the programme in its entirety due to unforeseen circumstances without penalty. You agree not to copy the training material without our written permission. You agree to ensure that all participants are aware of these terms and that they are bound by them. You are deemed to have read and understood these terms and conditions before signing this registration form.

Data Protection – The information you provide will be safeguarded by Castille Institute and will mainly be used to keep you informed of relevant products and services. We are committed to ensure the privacy of individuals in relation to personal data and keep it confidential. Thus, the contact or other information obtained will in no circumstances be disclosed to others except to those persons of Castille Institute, engaged in providing you with information about conferences and seminars.