## Business Management

### TSC Category
- **Business Continuity Planning**

### TSC Description
- Develop and implement business continuity plans for organisational preparedness of disruptive events

### TSC Proficiency Description

<table>
<thead>
<tr>
<th>TSC Proficiency Description</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
<th>Level 4</th>
<th>Level 5</th>
<th>Level 6</th>
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<tbody>
<tr>
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<td>PTP-RIM-3001-1.1</td>
<td>PTP-RIM-4001-1.1</td>
<td>PTP-RIM-5001-1.1</td>
<td>PTP-RIM-6001-1.1</td>
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<tr>
<td>Facilitate the development of business continuity strategies and plans</td>
<td>Manage and implement business continuity plans</td>
<td>Develop and maintain business continuity strategies, policies and guidelines</td>
<td>Endorse business continuity frameworks, strategies, policies and plans</td>
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### Knowledge

- Problem-solving steps in developing business continuity strategies
- Facilitation techniques in the development of business continuity plans
- Types of disruptive events
- Own role in implementation of business continuity plans
- Compositions of business continuity teams
- Business continuity team members’ roles and responsibilities
- Types of continuity plans
- Business continuity resources
- Own role in development of business continuity frameworks, strategies, policies and plans
- Relevant regulatory requirements and leading practice principles of business continuity management
- Types of tests for business continuity plans
- Business continuity management governance
- Own role in conduct of independent reviews and audits of business continuity plans
- Overall business continuity testing plans and test result components
- Assessment reporting to relevant stakeholders
- Objectives and scope of business continuity management
- Awareness of leading practices for business continuity management within the industry
- Business continuity frameworks, policies, strategies and plans
- Levels of maturity in organisational business continuity management

### Abilities

- Apply facilitation techniques to support development of business continuity strategies
- Interpret business continuity strategies to assist in the development of business continuity plans
- Identify business continuity team composition, roles and responsibilities in consultation with relevant stakeholders
- Execute business continuity plans in accordance with recovery strategies, business
- Design organisation-wide business continuity policies and frameworks to maintain critical business functions and recover from disruptive events
- Ensure alignment of business continuity plans with organisational strategic objectives
- Ensure business continuity plans and crisis management plans are in accordance with business continuity strategies
- Validate and approve business continuity frameworks, policies, strategies and plans
| Financial \n| | Business \n| | Continuity \n| | Management |
|-----------------|-----------------|-----------------|-----------------|-----------------|
| **Recommend refinements to business continuity strategies and business continuity plans in consultation with relevant stakeholders** | **Coordinate the organisation's crisis response and recovery activities in accordance with business continuity policies** | **Identify and manage synergies and conflicts in resource availability and access to facilitate optimum resource allocation** | **Implement procedures to communicate with and educate employees on business continuity plans** | **Establish business continuity management governance to support the development and implementation of business continuity plans and guidelines** |
| **Coordinate the organisation's crisis response and recovery activities in accordance with business continuity policies** | **Identify and manage synergies and conflicts in resource availability and access to facilitate optimum resource allocation** | **Implement procedures to communicate with and educate employees on business continuity plans** | | **Conduct independent reviews and audits to ensure integration of individual business unit’s business continuity plans across the organisation** |
| **Identify and manage synergies and conflicts in resource availability and access to facilitate optimum resource allocation** | **Implement procedures to communicate with and educate employees on business continuity plans** | | | **Assess and report readiness of business continuity plans to relevant stakeholders** |
| **Implement procedures to communicate with and educate employees on business continuity plans** | | | | **Refine organisational business continuity plans to ensure relevance to the organisation in accordance with the current threat environment** |
| | | | | **Provide oversight to business continuity management within the organisation to ensure rapid response during disruptive events** |

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