



# WHATEVER IT TAKES

Homeland  
Security  
Management  
Institute



Public Safety  
Training Facility  
1190 Scottsville Road  
Rochester, NY 14624

Call:  
585-753-3921

Fax:  
585-753-3851

E-mail:  
HSMI@monroecc.edu

Visit:  
[www.monroecc.edu/go/hsmi](http://www.monroecc.edu/go/hsmi)



## Business Continuity Planning

### Overview

Business Continuity Planning includes a foundation on Business Continuity planning and preparedness. According to the 9/11 Commission “Private sector preparedness and planning are no longer a luxury; it is the cost of doing business in the post 9/11 world. A business continuity plan is a thorough plan that addresses disaster and prepares the organization to survive its brutal effects, as seamlessly as possible. By building a risk-based, all hazard approach plan, your business can become more resilient.

### Course Description

This course is designed to provide information to creating Business Continuity plans in order to prepare organizations for threats. Participants will be provided with an overall perspective on:

- Forming a team
- Risk assessments
- Business impact analysis
- The cost of protection
- Writing the plan
- Awareness training
- Testing the plan



---

### Time Frame and Requirements

This course can be instructed either for four hours or one hour. A minimum of 15 people required to schedule a training session.

**Cost** — No fee required at this time

### Scheduling

To schedule a training session, call Sheila Manns at 585.753.3921 or e-mail her at [smanns@monroecc.edu](mailto:smanns@monroecc.edu). Instructors will provide training at the organization or business location.

View other course offerings and learn more about our training opportunities at [www.monroe.edu/depts/hsmi](http://www.monroe.edu/depts/hsmi). Phone inquires and or questions can be directed to 585-753-3921.