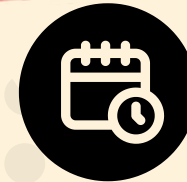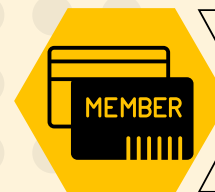# MASTERCLASS

THE ROAD TO ISO 22301 BCM CERTIFICATION & HOW TO PLAN AN EFFECTIVE BCM EXERCISE

MONDAY
14 JULY 2025
9.00 AM - 5.00 PM

LE MERIDIEN
KOTA KINABALU, SABAH

MEMBER
RM950

NON-MEMBER
RM1,100

JOIN NOW

HENRY EE
MANAGING DIRECTOR,
BCP ASIA

RAYMOND EE
SENIOR CONSULTANT,
BCP ASIA

LIMITED OFFER
***LIMIT TO 30 PAX ONLY!!!

OVERVIEW

This course is split into two parts: the first half focuses on ISO 22301 certification, while the second half covers planning and conducting an effective business continuity exercise. Designed for professionals aiming to understand ISO 22301 and effectively validate their business continuity plans through exercises.

OBJECTIVES

The masterclass will help participants:

- Gain in-depth knowledge of ISO 22301 standards.
- Understand how to develop, implement, and maintain a Business Continuity Management System (BCMS) for sustained compliance.
- Acquire best practices for conducting exercises, managing participant engagement, and handling unexpected developments.
- Learn how to assess exercise outcomes, document lessons learned, and drive continuous improvement in business continuity plans.
- Understand the role of exercises in strengthening preparedness and ensuring compliance with ISO 22301 requirements.

PROGRAM

9.00 AM	**Session 1** **Introduction to ISO 22301 and Certification Process** • Overview of ISO 22301 and BCM principles • Key steps to achieving ISO 22301 certification
10.30 AM	**Break**
9.00 AM	**Session 1** **Introduction to ISO 22301 and Certification Process** • Developing and implementing a Business Continuity Management System • Preparing for certification audit and ongoing compliance
12.00 PM	**Lunch Break**
2.30 PM	**Session 2** **Planning and Conducting Effective BCM Exercises** • Types of business continuity exercises and their objectives • Exercise design: Setting scenarios and defining roles
3.30 PM	**Break**
3.45 PM	**Session 2** **Planning and Conducting Effective BCM Exercises** • Conducting exercises and managing participant engagement • After-action review and capturing lessons learned
5.00 PM	**Course Wrap-up and Q&A**

TRAINER PROFILE

HENRY EE
MANAGING DIRECTOR, BCP ASIATOR

Having been in the business continuity profession for more than 25 years, Henry has actively contributed to the industry's wider understanding in business continuity, risk management and related disciplines. Henry is currently appointed as the Chairman for the BCI Singapore Chapter and as the Vice President for RIMAS. Henry is also a working group member of the Public-Private Partnership in UNDRR since 2016, looking into Disaster Risk Management in the region. He served as the Technical Expert for Business Continuity & Resilience on the International Organization for Standards (ISO) for the most recent ISO22301:2019 review. Due to the COVID-19 outbreak, Henry was also part of the team involved in drafting the updated Pandemic guide published by Enterprise Singapore.

RAYMOND EE
HEAD OF PRODUCTS & SOLUTIONS

Raymond Ee led the team in the development and implementation of Business Resilience related solutions and is an avid evangelist for corporate adoption of BCM good practices and automation through technology. Raymond has been actively sourcing and exploring new areas for more efficient ways to roll out Business Resilience programs. A certified professional (MBCI), Raymond also provide consulting advisory and training to organisations. Raymond holds a degree in Computer Science & Information Systems from National University of Singapore and a MBA from San Francisco State University. He is a BCI certified trainer and ACTA certified.