



# "Business Continuity Management Importance of BCM Framework for SMEs"

**Friday, 31 March 2006, 2.00pm to 5.30pm  
Venue: Suntec SICEC, Meeting Room 303 - 305**

## **Programme Outline**

You assume big companies like Chartered Semiconductor and OCBC Bank and Singapore Airlines have plans to survive after disasters, but what do people assume about your company after fire – or a flood, an explosion, a blackout or bird flu epidemic?

Business continuity management (BCM) is how companies make sure they stay in business after any sudden, serious, unexpected event. It's a very hot topic these days for the Singapore Police, SCDF and the Ministry of Home Affairs: you've probably seen pictures and stories recently about mock "disasters" in public venues. But what about planning for Singapore's SMEs, who employ more Singaporeans than all the big companies put together?

If your own company's disaster plan is an idea in the back of your mind that "I can work from home", this programme offers you some simple, reliable, professional guidance.

The session is designed to answer one question: What would persuade you that BCM deserves your attention? We invite you to find out that:

- a BCP didn't cost much.
- a BCP didn't take much time.
- a BCP could be done by your staff.
- a BCP made your company a better place to work.
- a BCP gave your company a competitive advantage
- a BCP could increase your market share

We won't waste your time with stories of other people's disasters. This half-day session on Friday, 31 March, shows you why emergency planning requires your attention – and that it's not rocket science. It shows you what to do (and more importantly, what NOT to do) and how to do it. You will take away some useful ideas and handouts you can put to use tomorrow.

And you will be entertained. Our presenter, Mr Nathaniel Forbes is Director of Forbes Calamity Prevention, Asia's oldest BCP consultancy. He has lived in Singapore for 10 years: he knows the difference between *kopi-o* and *kopi-c*. He is a past president of the Singapore Computer Society's Business Continuity Group and has a reputation as a very engaging speaker



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## Seminar Fee / Details

Fee

Non-member : S\$100.00

Member : S\$50.00

*Fees are exclusive of 5% GST*

***(inclusive of refreshments and materials)***

Payment is to accompany the registration. Registration (on a first-come-first-served basis) is accepted and confirmed only upon receipt of both registration form and payment. In the event that a withdrawal is made after registration, no refund will be granted. However, a replacement is allowed. Please make copies of the registration form if you are registering for more than five participants.

For reservations or enquiries, please contact Mr Ng Wee Kok at DID: 6375 0932 (email: wee-kok.ng@spa.org.sg).

**SPA reserves the right to cancel the event due to unforeseen circumstances.**

All cheques are to be crossed and made payable to :  
Singapore Productivity Association  
2 Bukit Merah Central, #15-04, SPRING Singapore, Singapore 159835  
Tel: 6278 3344 Fax: 6272 5095 Email: [customersvc@spa.org.sg](mailto:customersvc@spa.org.sg)

## Registration Form

### "Business Continuity Management Importance of BCM Framework for SMEs"

Friday, 31 March 2006, 2.00pm to 5.30pm  
Closing Date: 24 March 2006

**Name**

**Designation**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Company Name & Address : \_\_\_\_\_

Contact Person : \_\_\_\_\_ Email : \_\_\_\_\_

Tel : \_\_\_\_\_ Fax : \_\_\_\_\_

Cheque No : \_\_\_\_\_ Total Amount : \_\_\_\_\_