

# Crisis Management

Viable organizations need to be ready for emergencies because they are a fact of doing business. The worst plan is not to have any kind of plan at all, and the best plans are tested and adjusted so that they work over time. Fortunately, you do not need separate plans for fire, weather disasters, and all the different kinds of crises that can occur. One solid plan will help you to prevent, respond, and recover from all crises. This two-day course will help you ensure your organization is ready to manage any kind of crisis.

## What Will Students Learn?

- ✓ Assign people to an appropriate crisis team role
- ✓ Conduct a crisis audit
- ✓ Establish the means for business continuity
- ✓ Determine how to manage incidents
- ✓ Help your team recover from a crisis
- ✓ How to apply the process

## What Topics are Covered?

- ✓ What is crisis management?
- ✓ Training leaders and staff
- ✓ Conducting the crisis audit
- ✓ Performing a risk level analysis
- ✓ Developing a response process
- ✓ Consulting with the experts
- ✓ Incident management techniques
- ✓ Working through the issues
- ✓ Establishing an emergency operations center
- ✓ Building business continuity and recovery
- ✓ Recovering and moving on
- ✓ Plenty of case studies and practice opportunities

## What's Included?

- ✓ Instruction by an expert facilitator
- ✓ Small, interactive classes
- ✓ Specialized manual and course materials
- ✓ Personalized certificate of completion

## Pre-Registration Information

Yes! I would like to attend **Crisis Management!** Sign me up for the following session:

- Midrand, Gauteng
- Cape Town, Western Cape

- All workshops are from 8:30 a.m. until 4:30 p.m.
- Cost: R2250.00 per person
- Prices and dates are subject to change.

## Your Information

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Organization: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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