



Indian Banks' Association

Chief Executive

No.IBA-BCM/BS25999/10/

February 2, 2010

Chief Executives of All Member Banks

Dear Sir/Madam,

Workshop on Business Continuity & Disaster Recovery: BS25999- Best Practices for Financial Institutions - February 25, 2010 at Hotel Taj President, Mumbai.

Banks in India have put in place a set of policies for Business Continuity Planning & Disaster Recovery. In this regard, the banks function as per the extant RBI directive (RBI/2006/167, (DBOD.NO.BP. 40/ 21.04.158/ 2006-07) and the policy adopted by their own Board.

In the meantime, internationally, several best practices and other developments have evolved in the area of Business continuity and Disaster Recovery.

To keep the banks abreast of these developments and in line with the international trends, IBA has decided to host a one day workshop on '**BS 25999 – Understanding Business Continuity**' jointly with **Business Continuity Management Institute on February 25, 2010 at Hotel Taj President, Mumbai from 09.00 a.m to 05.30 p.m.** The Course will be conducted in association with **The British Standards Institute (BSI)** and the Institute will distribute **Participation Certificates** to delegates at the end of the course.

The workshop will help participants learn how to;

- ❖ State the comprehensive definition of Business Continuity Management (BCM)
- ❖ Describe the benefits of BS 25999 to an organization
- ❖ Identify and sequence the elements of the BCM lifecycle

- ❖ Identify how BS 25999 can assist an organization in identifying and managing potential business disruptions
- ❖ Convey the importance of business continuity to top management

The workshop of this nature would be a sound initiative to focus on implementation of new ideas and innovations in banking services, operations and procedures through the introduction of new systems or services in the banking industry.

The target audience for this workshop are **Heads of Business Continuity and Team Members, Heads of Operational Risk and Compliance, Heads of Operations and IT and staff involved in the Audit function.**

Registration Fees :

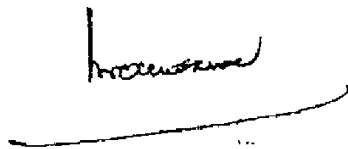
Individual : For Members : Rs. 8,000/-
For Non-Members : Rs. 9,000/-

Group : For Members : Group of 5 Delegates Rs. 32,000/-
For Non-Members : Group of 5 Delegates Rs. 36,000/-

There is limited seating available, hence, we would request you to send your nomination(s) at the earliest to avoid disappointment. The nomination form alongwith participation fee by Cheque /DD favouring '**Indian Banks' Association'** payable at **Mumbai** should be sent to IBA. The nomination form can be faxed on 022 2218 4222/2215 4131 or emailed to sangeeta@iba.org.in/venkatachalam@iba.org.in.

Please note that we have discontinued the practice of sending confirmations. All nominations may be **treated as confirmed** and the nominees may be requested to report at the seminar venue.

Yours faithfully,



K Ramakarishnan