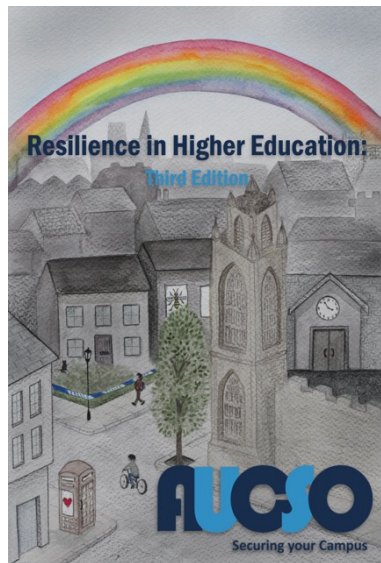


The Association of University Chief Security Officers

INTRODUCTION TO RESILIENCE IN HIGHER EDUCATION

This course will introduce delegates to the key principles and good practice associated with emergency management and business continuity, with a view to building resilience within institutions. The course is aimed at staff with responsibilities for planning for and responding to emergencies and business continuity in the HE or FE sectors. This may include managers or supervisors from Security, Health and Safety, Facilities Management, IT, Communications etc.



OBJECTIVES - By the end of the course participants will be able to identify:

- The nature and impact of emergencies, with particular reference to the HE and FE sector
- The business continuity lifecycle
- Approaches to risk management and planning
- Roles and responsibilities (internal and external)
- Communication issues during an emergency
- Recovery and business continuity options
- Lessons learnt from relevant case studies

Delegates will also participate in a short desktop exercise highlighting strategic and operational issues.

See full programme TBC

DATE & VENUE – Wed 11 - Thu 12 September 2019 at [Sea World Conference Centre](#), Gold Coast, QLD 4217

THIS COURSE IS BEING OFFERED FREE TO ALL AUCSO MEMBERS, including

- Training with hand-outs
- Tea/coffee and lunch
- Certificate of Attendance

HOTEL AND TRAVEL –

Delegates will be required to book their own accommodation either at Sea World Resort, which is offering Room & Breakfast at \$198 p.night. Please use [this booking form](#) or call Sea World direct on 07 5591 0083 (please say you are attending the SafeZone conference to get the room rate). Or visit [Gold Coast website](#) for alternative hotels. Delegates not attending the [SafeZone conference](#) on 9 & 10 Sep should aim to arrive by 6pm on Tuesday 10 September to meet other members. Car parking is available for guests.

BOOKING - Members can book their places via the [AUCSO website](#) events page. Enquiries should be sent to admin@aucso.org and cc coo@aucso.org Once a booking is received an invoice will be sent out, which must be paid before the start of the course.

It is recommended that delegates download (and print if desired) the AUCSO Resilience Guide (Rev 2019) from the AUCSO website resources area before the course.

DRAFT PROGRAMME

SAFEZONE APAC 2019 MON & TUE 9 – 10 SEP 2019	
2 full days	This conference will take place at the same venue as the AUCSO conference. Members must register separately for this event using the SafeZone website
Tue 10 Sep	AUCSO members are invited to meet in the hotel bar from 18.00 for a meet and greet drink.

AUCSO CONFERENCE DAY ONE – WED 11 SEP 2019	
0830	Tea/Coffee - Registration/Admin and Introductions
0900 - 1700	The Nature and Impact of Emergencies <i>Exploring the various causes and possible impact of emergencies on Universities and Colleges; case studies – lessons learned.</i>
	The Principles of Integrated Emergency Management (IEM) <i>Roles and responsibilities of responders; the principles of IEM and its application in Universities</i>
	Roles and Responsibilities of Responders <i>Who is expected to respond to an emergency within a University and what responsibilities do they have? Who should be in the emergency management team? Leadership and decision making during an emergency; Record Keeping.</i>
	Response, Recovery and Communications during emergencies <i>The initial response to an emergency; the recovery phase; Managing information and casualty data; how to get messages out; Social Media; Media coordination.</i>
1700	Review and close
Evening	Networking and (optional) dinner in the restaurant
AUCSO CONFERENCE DAY TWO – THU 12 SEP 2019	
0830- 1600	Business Continuity <i>The BCI Good Practice Guidelines and ISO 22301:2012</i>
	Risks, Threat Analysis and the BIA <i>Looking at Risks; Threat Analysis and Business Impact Analysis (BIA).</i>
	Design and Implementation <i>Continuity and Recovery strategies. Business Continuity Plans.</i>
	Scenario based Table-Top Exercise (TTX) <i>Working in groups, a walk through of a possible emergency affecting a University</i>
	Course Summary – Feedback Forms and Attendance Certificates

Refreshments and lunch will be provided on both days.

COURSE TRAINER - TBC