

CONTINGENCY PLANNING FUNDAMENTALS

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Learning made Simple, Visual, and Interactive

This course is designed to provide learners with an understanding of the contingency planning process, the tools to analyze and prioritize risks, and the template to create and maintain contingency plans with industry examples.

Credit Hours **1.5**

Learning Objectives

- Define contingency planning.
- List the potential risks that influence the creation of a contingency plan.
- Explain the methodology used for the creation of a contingency plan.
- Describe the elements of a contingency plan template.
- Explain how to use a simple risk analysis tool to prioritize potential risks.
- Explain how to record and verify mitigation actions for a potential risk.
- Apply real world industrial scenarios to create a contingency plan.

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I. Potential Risks

- Key Equipment Failures
- Inbound Supply Interruptions
- Outbound Logistics Interruptions
- Natural Disasters
- Fire Hazards
- Utility Interruptions
- Infrastructure Disruptions
- Labor Shortages
- Cyberattacks
- Pandemics

II. Contingency Planning Methodology

- Contingency Plan Template
- Team Formation
- Potential Risk Identification
- Potential Risk Prioritization
- Potential Risk Mitigation
- Post Planning Controls
 - o Notification Process
 - o Effectiveness Testing
 - o Periodical Review
 - o Revision Control
 - o Defining Procedures
 - o Supplementary Procedures

III. Case Study

- Key Equipment Failures
- Inbound Supply Interruptions
- Outbound Logistics Interruptions
- Natural Disasters
- Utility Interruptions
- Infrastructure Disruptions
 - o Waterlogged Warehouse
 - o Blown Off Roof
- Labor Shortages

