

01 Message

Business Continuity (BC) in the Future



chief director
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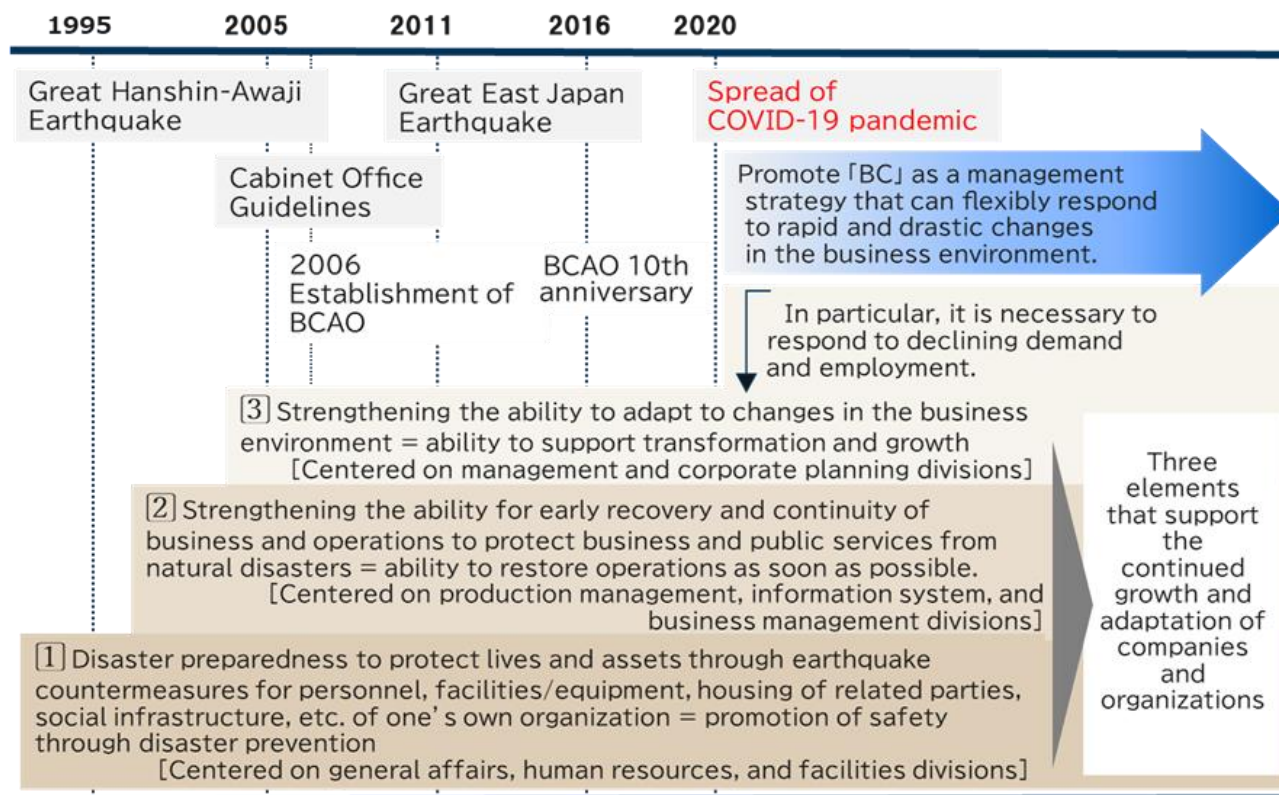
Business Continuity Advancement Organization (BCAO) has been actively engaged in the promotion of Business Continuity Plans (BCP) and Business Continuity Management (BCM), as well as the development of professional human resources since 2006. We take pride in being the largest Business Continuity (BC) promotion organization in Japan, with approximately 2,000 members, including those in charge of BC in companies and organizations, those who support the formulation and improvement of BC, and researchers. We established Japan's first qualification system for BC, such as Business Continuity Specialist, award outstanding BC initiatives every year, and have served on many expert committees on BC for the central and local governments.

Since the establishment of BCAO, Japan has faced earthquakes, including the Great East Japan Earthquake, intensifying wind and flood damage, and is currently in urgent need of responding to COVID-19 pandemic.

In addition to direct damage and supply chain disruptions, BCP/BCM is required to cope with a sharp drop in demand and difficulties in continuing employment. In addition, in 2019, stronger efforts to enhance the resilience of small and medium-sized enterprises was legislated, and BCAO is expected to play a role in improving the business continuity capabilities of certified enterprises. We are determined to overcome these new milestones in BC together with a wide range of people from business, government, and universities.

BCAO focuses on the development of human and organizational capabilities and the improvement of BC effectiveness, and considers BC as one of the management strategies to respond to changes in the internal and external environment. We disseminate methods to realize these goals through seminars, workshops, exercises, and professional development courses, and look forward to your participation.

■ Direction of BCAO



02 Solutions

BC's challenges and solutions

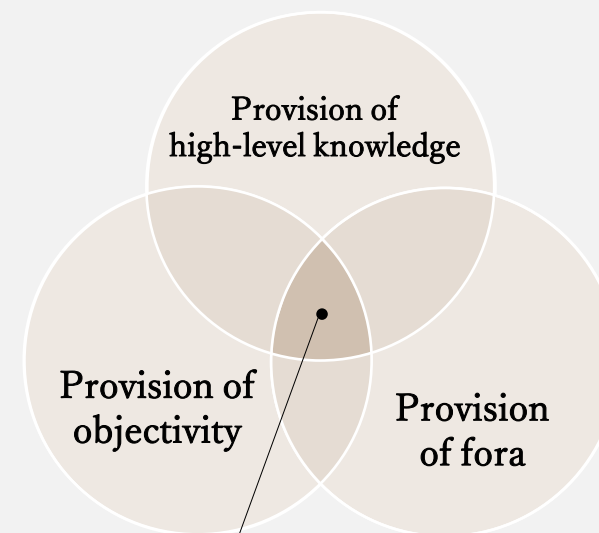


Challenges and concerns regarding corporate BC

Answers and solutions provided by BCAO

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| 1 Why is business continuity (BC) necessary, when we already have disaster preparedness in place? | <p>Please understand the effectiveness of BC beyond disaster preparedness. It is also about gaining the ability to adapt to changes in the business environment and support growth.</p> <p>a. BCAO Standard Textbook / b. Courses</p> |
| 2 Management does not understand the need for BC. | <p>Please learn from other outstanding companies how BC can be seen from a management perspective.</p> <p>d. Monthly meetings and opinion exchange meetings
e. Study groups and regional study groups
g. Awards</p> |
| 3 Documents are voluminous and difficult to maintain and keep up. | <p>Thick documentation is not necessary; the amount of documentation that can be maintained is adequate. Rather, emphasis should be placed on training and personnel development.</p> <p>b. Courses/c. Exercises</p> |
| 4 New employees cannot acquire BC knowledge in a short time. Handover does not go well | <p>Beginner courses can be used to train new staffs. Succession requires a system of continuous maintenance and improvement.</p> <p>f. Professional Qualification System / b. Courses</p> |

Values provided by BCAO



Provision of high-level knowledge

Provide high-level knowledge by experts on ways to implement BC initiatives that lead to increased competitiveness, effective exercises, and collaboration with the supply chain and local communities

Provision of objectivity

Actively contribute to the standardization and dissemination of BC, backed by the knowledge of Japan's leading experts.

Provision of fora

Provide opportunities for members to connect with each other through workshops, opinion exchange meetings at monthly meetings, continuing education, etc.

Realize these values through "human resource development".



a. BCAO Standard Textbook

This is a basic material for members to deepen their understanding and disseminate the organization and BC overview. It has gone through several editions since its first edition, and members can always download the latest information from the members-only website.



b. Courses / c. Exercises

Courses are positioned as a supportive measure to steadily acquire the knowledge and skills necessary for BCP formulation, and incorporates workshops as well as classroom lectures

In the exercises, participants can learn multiple training methods related to BCs and experience them through simulations



d. Monthly Meetings and Opinion Exchange Meetings

Monthly Meetings are monthly lecture classes that feature a wide range of topics, from basic content for beginners to advanced content on the latest topics and practical operations, with lecturers from the front lines of the industry.. Opinion Exchange Meetings are held as the second part of the monthly meetings, and serve as the fora for cross-industrial exchange of opinions among members



e. Study Groups and Regional Study Groups

Study Groups are for members to gather and study basic BC issues, and Regional Study Groups are for members who live or work in local regions and have difficulty attending Study Groups to gather, study and exchange opinions in their respective regions.

■ Study Group on BC Basic Matters

- (1) Information System Backup Office Study Group
- (2) Disaster Information Study Group
- (3) BCP Maintenance and Management Study Group
- (4) Study group on business continuity in response to changes in the business environment



■ Regional Study Groups

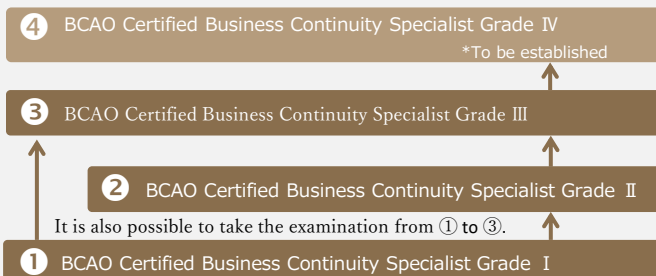
- Kansai Regional Study Group
- Shizuoka Regional Study Group
- Nagoya Regional Study Group
- Okayama Regional Study Group
- Tokushima Regional Study Group
- Sendai Regional Study Group
- Wakayama Regional Study Group

f. Professional Qualification System

BCAO established a professional certification system to facilitate the acquisition of basic knowledge by business continuity specialists and personnel in Japanese companies and public organizations, and to enhance the expertise of those with practical experience in business continuity.



■ BCAO Certified Business Continuity Exercise Course Business Continuity Specialist Qualification



g. Awards

Since 2006, BCAO has been recognizing organizations and groups that have contributed to the penetration of BC in Japan through activities such as standardization, publication, and dissemination, and through practices including survey research, method proposals, BCP formulation, BCM implementation, human resource development, training, inspection, and improvement. The awards include the Grand Prize, Special Award, Excellent Practice Award, Human Resource Development and Training Award, and Honorable Mention Award in the Business Continuity category, and Corporate Disaster Prevention Award in the Disaster Prevention category.



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A Specified Non-Profit Japanese Corporation
Business Continuity Advancement Organization

BCAO

NPO Business Continuity
Advancement Organization
Recommendation for Membership

Our organization provides businesses and public organizations with services that contribute to the promotion of business continuity (BC) initiatives in the event of disasters, accidents, incidents, and other risks, with the aim of reducing economic and social damage and enhancing disaster and crisis management measures in local communities, thereby contributing to the safety, security, and development of the nation and various regions

Established in 2006, it is the largest BC-related organization in Japan, with certification and award systems

Would you like to work on
business continuity (BC) to
improve your competitiveness?



Nonprofit Organization
Business Continuity Advancement Organization