

## Please come & say "hello"

**Please come and meet our Executive Administrator, Lesley Carew, at the EPICC Booth at the Emergency Preparedness Conference.**

**November 25<sup>th</sup> to 27<sup>th</sup> 2008  
Sheraton Wall Centre**

**One of the EPICC's goals is to encourage education and to share knowledge among members in regards to Emergency Management and Business Continuity Planning. We feel very privileged to be able to have such a wealth of information amongst our membership and invite all to submit ideas and/or articles for the opportunity to possibly share with the others.**

## **What is Business Continuity Management and How Can It Help My Organization?**

### **An Article by Doug McLeod**

#### **Business Continuity Management**

Business Continuity Management (BCM) is a formal process that helps the management team identify potential threats to achieving the organization's objectives and develop actions to minimize impacts that these threats could have on the organization. A BCM program can be undertaken at a relatively high level or it can be detailed in scope depending on the organization's business objectives, size, range of activities, and the potential threats it may be exposed to.

#### **Benefits of a BCM Program**

The implementation of an effective BCM program will benefit an organization through:

- increased resiliency to disruptive events and confidence by owners/managers that the organization is well-placed to survive them
- a better understanding by owners/managers of the issues and business processes that are critical to business survival
- the development of a sound basis for allocation of scarce resources to mitigate potential threats to the survival of the organization
- significantly less additional, and unplanned, expenditures after a disruption
- the ability to support individuals and communities in returning to normal sooner

#### **BCM Program Outline**

There are two distinct phases of an effective BCM program. The first phase can be characterized as defining WHAT COULD GO WRONG. It focuses on understanding potential problems and identifying the organization's business processes that are most critical to achieving its business objectives. The second phase addresses the question WHAT CAN BE DONE TO MINIMIZE PROBLEMS.

Phase One includes the completion of a Business Impact Analysis to identify the hazards that could cause problems, and the severity of problems if they occurred. The results highlight those business processes which, if disrupted for only a short period of time, could impact the organization's success. A risk assessment on these specific business processes determines which ones have a reasonable probability of being disrupted. Business processes in this smaller group (i.e. those that have high impacts in the short term with reasonable probability of

occurrence) are, by definition, the critical processes for the organization.

Phase Two concentrates on reducing the risks related to these critical business processes. This is done through a combination of mitigation efforts in advance of events to reduce impacts and/or to reduce the likelihood of impacts occurring, and preparations to respond to events when they do occur. Thereafter the program needs to be monitored and updated as the organization evolves and matures.

### Conclusion

Senior management commitment to the Business Continuity Management Program and management understanding of the organization's key business objectives are essential to implementing an effective program. With these in place, the organization can work through the necessary steps to identify and improve the resilience of critical business processes.

The result will be a stronger organization that is better positioned to survive disruptive events.

Doug McLeod, P.Eng., ABCP

EPICC Supplier Member

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**Mark your calendars!**

## Plan for tomorrow, Today!

April 27- 29, Delta Hotel, Vancouver, BC

Registration is now open for the 2009  
EPICC Forum

Check out the EPICC website for a detailed program and list of speakers.

<http://www.epiccforum.org/showcontent.spx?MenuID=547>

## Education Opportunities!



The Canadian Standards association is offering 2 new Z1600 Emergency Management Courses

### CSA Z1600 Emergency Management and Business Continuity Auditing Programs

[Click here for more info](#)

### CSA Z1600 Essentials Emergency Management and Business Continuity Programs

[Click here for more info](#)

## Employment Opportunity!

Alberta Government

### Business Continuity Senior Analyst

The Business Continuity and Crisis Management office (BCCM) is in immediate need of a Business Continuity/Consequence Management Senior Analyst to manage the programs that enable Solicitor General and Public Security to quickly respond to and recover from any emergency or crisis situation

**Qualifications:** University graduation in a related field plus several years of progressively responsible related experience. Business continuity and project management certification is desirable along with experience within the business continuity field. Equivalencies will be considered.

For more information and to Apply on line please visit <http://jobs.alberta.ca/postings/053095.HTM>

## Earthquake Preparedness!



### Would you know how to protect yourself during an Earthquake...?

Earthquakes happen so quickly and with no warning. Sometimes these earthquakes will be so strong that you will be unable to control yourself running or crawling for a safe place to hide. Emergency Preparedness organizations from all over the world will agree that the

#### ***“Drop, Cover and Hold on”***

method is the safest action to take in the event of an Earthquake. This will reduce injury and help prevent death in most circumstances in America.

An article has been circulating called "Triangle of Life" and some of the advice mentioned in the email is potentially life-threatening. The credibility of the writer, Mr. Doug Copp has been questioned and Emergency Managers all over have been advising the public to stick strong to the “Drop, Cover and Hold on” method of safety.

Because of building codes and standards in North America we commonly don't see full building collapses. Items such as TVs, Pictures, lamps, etc. will fly around and the “Drop, Cover, and Hold On” position should increase your protection from these objects. If you protect yourself, and more importantly, your head, by getting under a sturdy piece of furniture, such as

a table, then you will have the best chance of survival. If an earthquake happens in the middle of the night and you are in bed, the best thing to do is to stay there and cover your head with a pillow.

If you are unable to find something to “cover” with then try to move towards an interior or supporting wall away from windows. Studies in developed countries show that people are more likely to become injured from flying objects, glass or moving furniture than to die in a collapsed building.

The "triangle of life" advice says that the best thing to do in the event of an earthquake is to find a piece of furniture, crouch beside it and this will create a “Void Space” when the building collapses. This statement is sometimes true, but is based on the premises that: (1) buildings always collapse; (2) people will know what areas are going to create a “triangle” around them when it does collapse; and (3) you will be able to move around controllably for a bit once the shaking starts. Experts say that chances are the building won't collapse, but if it does, residents will probably not be able to determine a good location for a void space and get to it, before the shaking takes over and the building collapses.

Theory and messages from Mr. Copp circulate frequently, but there is no evidence of credibility and you can check out [www.snopes.com](http://www.snopes.com) to see of the credibility issues that have been raised.

The province of BC has adopted "Drop, Cover and Hold" as the appropriate response to an earthquake and for more tips on Earthquake Safety please visit.

[http://www.pep.bc.ca/hazard\\_preparedness/Earthquake\\_Information.html](http://www.pep.bc.ca/hazard_preparedness/Earthquake_Information.html)

*The above article is a summation of the information found on the Earthquake Country Alliance Website -*

<http://www.earthquakecountryinfo>



**5<sup>th</sup> Canadian Risk and  
Hazards Network (CRHNet)  
Symposium**  
*Practitioners and Researchers:  
Forging Partnerships for  
Disaster Resilient Communities*

The 5<sup>th</sup> CRHNet symposium was held in St. John's Nfld from the 5<sup>th</sup> to the 9<sup>th</sup> of November 2008.

The Network creates an environment in which the hazards research, education and emergency management practitioner communities can effectively share knowledge and innovative approaches that reduce disaster vulnerability. Reducing Risk through Partnerships calls attention to the need for creating partnerships among academics, the hazards research education, and emergency management practitioner communities, across all sectors. In essence there is a need to promote partnerships and to provide a vehicle for hazards research and education between academia and the Emergency / Business Continuity Management professionals.

Clearly, the network has been established to fill the information/research gap that exists in Canada both at the federal/provincial/territorial levels and to identify best practices and lessons that need to be reinforced with respect to industry, commerce and government to assist in reducing the vulnerability and the impacts of disasters. Collaboration between these various levels of government/academia and the business

sector is paramount in constructing disaster resiliency within Canada.

The symposium this year was attended by representatives from all the provinces/territories and many federal departments and agencies. The opening address was given by Jean Murray, Director General, Public Safety Canada for Emergency Management Policy who provided an overview of the new Emergency Management Act ( August 2007) and the action plan for the National Mitigation Strategy toward resiliency in Canada (Feb 2007) and discussed the new guidelines for Disaster Financial Assistance Arrangements (implemented in February 2008).

There were many presentations and field trips during the five days and the agenda is included on the CRHNet web page: [www.crhnet.ca](http://www.crhnet.ca).

A notable presentation was given by Gwynne Dyer, author and historian, who, based on his new book, "Climate Wars", gave a brilliant overview on climate change and how it impacts Canada and the world. A key aspect of his presentation was the growing need for water and how several countries, already facing drought conditions, will be further stressed to provide sufficient water for their citizens. For example, Australia is in the seventh year of the worst drought ever and has already banned irrigation measures. The US military is already concerned about migration into the US as a result of water shortages in Mexico and Central America. After listening to Gwynne, I was especially pleased that we have scheduled a plenary session on climate change at the EPICC Forum with Dr. Andrew Weaver and Regina Phelps. Businesses and industry need to be aware of the global implications for the economic sector.

There were a plethora of breakout sessions but two presentations of note were: "Unmasking the Myths of the Five Pillars" by Laurie Pearce and "The BC Approach to Critical Infrastructure", by Allan Galambos and I encourage those interested to check out the CRHNet website.

Note that Allan will speaking on a similar theme at the EPICC Forum 2009.

The 6<sup>th</sup> annual CRHNet symposium will be held in Nov 2009 in Edmonton Alta., hosted by the Alberta Emergency Management Agency and the theme is: “Synergy and Creativity in Emergency Management: Engage-Communicate-Collaborate.” Details will be posted on [www.crhnet.ca](http://www.crhnet.ca)

Membership in the Network is reasonable and should be by seriously considered EM/BCP/professionals, Institutions and Corporations

Annual rates are: Individual - \$50; Institutions and Small Corporations - \$500; and Large Businesses and Industry - \$1000. Life-time memberships are also available and can be negotiated on request.

Requests of interest can be sent to Sabina Lackner, York University-282 Atkinson Building, 4700 Keele St. Toronto, ON. M3J 1P3 or email [Sabina.Lackner@atkinson.yorku.ca](mailto:Sabina.Lackner@atkinson.yorku.ca).

**If there is anything you would like to see in our next issue of the EPICCgram, please submit to Lesley Carew- [info@epicc.org](mailto:info@epicc.org)**

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