



The Business
Continuity Institute

Canberra Forum Meeting 6 December 2006

ACT Health Building, Canberra City

Minutes

Item	Discussion	Action	Who/When
1 Welcome and Venue Information	Cass Morgan welcomed the attendee's to the Health venue and ran through the general housekeeping of the building.		
2 Business Arising & Acceptance of Minutes	Nil business arising from previous meeting. Les formally handed over leadership of the Canberra Forum to Cass Morgan. Cass thanked Les for his enormous contribution to the success of the Forum thus far. Les will continue to be heavily involved in the local forum in addition to his role as ACT BCI Representative.		
3 BCI Scheduled Meetings	Wednesday February 7, 2007 Theatrette, 5th Floor ACT Health Building, 1 Moore Street, Canberra City. 2007 Meeting Schedule: 18 April 13 June 15 August 17 October 5 December		
4 BCI Membership	Les Whittet discussed the benefits of membership of the Business Continuity Institute, including access to business continuity resources, templates and guidelines and attendance at Chapter meetings. Les also offered attendees the opportunity to obtain membership at the level of Affiliate free of charge. This offer is valid until 14 February 2007 and will again be offered to those attending the 7 February meeting.	Attendees are encouraged to become members of the BCI to gain these benefits.	
5 Business Continuity Resources	Two new Australian business continuity handbooks, HB292-2006 and HB293-2006, are now available through SAI. EMA now offers courses in business continuity. For further information please see their website: http://www.ema.gov.au/agd/EMA/emaInternet.nsf/Page/EducationTraining BC surveys, templates weekly digest (newsletters), articles and checklists on a variety of topics from both Australian and international perspectives are available through the BCI website, www.thebci.org . The BCI Good Practice Guidelines are available through the BCI website. Another interesting website for BC resources is www.continuitycentral.com . (this site is endorsed and supported by BCI).		

<p>6 Presentation/ Papers & Updates</p>	<p>Mr Jeremy Logan of KBR delivered a presentation on counter terrorism and business continuity planning including specific considerations for organisations in the event of a terrorist threat. Jeremy's presentation will be distributed once available.</p>		
<p>7 Topics for next meeting</p>	<p>- TBA</p>		

Convenor

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