



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

Tel: +27 12 004 8389 · Mobile: +27 65 077 6310

Email: apply@aaticd.co.za · Website: www.aaticd.co.za

COURSE BROCHURE

IT Disaster Recovery Planning

Custom Courses / Information Technology (IT) and Digital Skills

Unit Standard AATICD-0103 · NQF Level 5 · 10 Credits · 5 Days

COURSE OVERVIEW

This course equips participants with the skills to design, implement, and manage IT disaster recovery plans that ensure business continuity. Learners will evaluate risks, develop recovery strategies, and conduct testing to minimize downtime and data loss. The course aligns with industry best practices and South African regulatory requirements.

Category	Custom Courses
Subfield	Information Technology (IT) and Digital Skills
Unit Standard	AATICD-0103
Accreditation	SAQA Accredited · NQF Level 5 · 10 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Analyze organizational IT risks and critical systems to prioritize recovery objectives.
- Design a comprehensive IT disaster recovery plan aligned with business continuity goals.
- Implement recovery strategies for data, applications, and network infrastructure.
- Evaluate disaster recovery plan effectiveness through testing and simulation exercises.
- Demonstrate compliance with relevant legal, regulatory, and industry standards.
- Apply continuous improvement processes to update and maintain the disaster recovery plan.

WHO SHOULD ATTEND

- IT managers, systems administrators, and business continuity professionals responsible for protecting organizational data and IT infrastructure.
- Also suitable for consultants and team leads involved in disaster recovery planning.

COURSE OUTLINE

Day 1: Foundations of IT Disaster Recovery Planning

- Introduction to IT Disaster Recovery Planning
- Key terminology: RPO, RTO, MTD, RLO
- Relationship between DR, BC, and Incident Response
- Legal and regulatory requirements in South Africa (POPIA, King IV)
- Risk assessment fundamentals
- Threat landscape: natural, human, technical
- Business impact analysis (BIA) basics
- Case study: impact of a regional power outage

Day 2: Risk Assessment and Business Impact Analysis

- Risk assessment methodologies (qualitative vs quantitative)
- Asset inventory and classification
- Threat identification and vulnerability assessment
- Business impact analysis process
- Identifying critical business functions and dependencies
- Defining RPO and RTO for IT services
- Risk treatment options: avoid, transfer, mitigate, accept
- Documenting risks and BIA results

Day 3: Developing Recovery Strategies

- Recovery strategy options: backup, replication, failover, cloud DR
- Backup types: full, incremental, differential
- Storage media and offsite considerations
- Alternative site types: hot, warm, cold, mobile
- Cloud disaster recovery (DRaaS)
- Communication plan and crisis management team roles
- Vendor and service provider management
- Cost-benefit analysis of strategies

Day 4: Plan Development and Documentation

- DRP structure and components (ISO 22301 framework)
- Incident detection and declaration procedures
- Response and escalation steps
- Recovery procedures for systems, networks, and data
- Restoration and return to normal operations
- Roles and responsibilities matrix
- Documentation standards and version control
- Tabletop exercise: walkthrough of a scenario

Day 5: Testing, Maintenance, and Continuous Improvement

- Testing types: checklist, tabletop, simulation, parallel, full interruption
- Measuring test success: RTO/RPO achievement
- Gap analysis and corrective action plans
- DRP maintenance triggers: infrastructure changes, new threats, regulations
- Integration with change management processes

- Continuous improvement cycle (Plan-Do-Check-Act)
- Audit readiness and compliance evidence
- Course review and final assessment

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **10 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 24,200.00	R 24,200.00
1	In-House	R 31,400.00	R 31,400.00
1	On-Campus (Pretoria)	R 36,200.00	R 36,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	14 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Abu Dhabi, UAE
17 Aug 2026	21 Aug 2026	On-Campus	Harare, Zimbabwe
17 Aug 2026	21 Aug 2026	On-Campus	Shenzhen, China
24 Aug 2026	28 Aug 2026	On-Campus	Bangkok, Thailand
24 Aug 2026	28 Aug 2026	On-Campus	Victoria Falls, Zimbabwe
31 Aug 2026	04 Sep 2026	On-Campus	Lusaka, Zambia
31 Aug 2026	04 Sep 2026	On-Campus	London, UK

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard AATICD-0103) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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