



Asia Risk & Resilience Conference 2018

Sponsorship Proposal

29 – 31 August 2018

Hilton Singapore

Co-Organised by



Supported by



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1. Introduction

1.1 About Asia Risk & Resilience Conference 2018 (ARRC2018)

The Asia Business Continuity Conference (ABCC) is a premier regional event that is renowned for providing venue to industry representatives and professionals from around the world to further their knowledge and get to know the trends in Business Continuity Management (BCM), Enterprise Risk Management (ERM), Emergency Management, Resiliency and other related areas such as Crisis Management and Disaster Recovery, etc., as well as to establish network in Asia Pacific. First launched in 2001, the annual holding of the conference is firmly aligned with the objectives of the organiser – Business Continuity Planning Asia Pte Ltd – to increase awareness and promote the growth of BCM in the region.

The ABCC was rebranded to the Asia Risk & Resilience Conference (ARRC) in 2016. Jointly organised by Business Continuity Planning Asia Pte Ltd (BCP Asia) and Risk and Insurance Management Association of Singapore (RIMAS), the conference is also supported by the Business Continuity Institute (BCI) from the UK. With the addition of RIMAS as a partner organiser from 2016 onwards and the International Association of Emergency Managers (IAEM) as a partner organiser from 2017, the conference will also focus on Risk Management and Emergency Management as topics to be explored alongside the discussions of Business Continuity, Crisis Management & Communications and its related disciplines.

The Asia Risk & Resilience Conference (ARRC) 2018 will be held on 29th – 31st August 2018 at Hilton Singapore.



To view our past event photos, visit www.facebook.com/ARRC2018/.

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1.2 Participants' Profiles

As part of a long-established conference, ARRC 2018 will be built upon a team of experienced BCM, ERM and Emergency Management experts, providing an integrated approach to developing the conference outline and workshop programmes from research, planning, to the actual delivery of conference. Our dedicated preparation team members ensure that the event agenda are the most up to date trends and information in the BCM, ERM and Resilience industry regionally and on a global scale.

Our delegates are made up of practitioners, new entrants and veterans, of BCM, ERM, Emergency Management and other relevant disciplines such as Disaster Risk Reduction, Cyber-Security and others. Over the years, we have had delegates coming from Singapore, Malaysia, Philippines, Thailand, China, Sri Lanka, Dubai, US, UK, Australia, Indonesia to name a few. Refer to figure. 2 for the country representation of the delegates.

For ARRC 2017, the demographics of the delegates were as follows:

Figure 1: Profile of ARRC 2017 Delegates

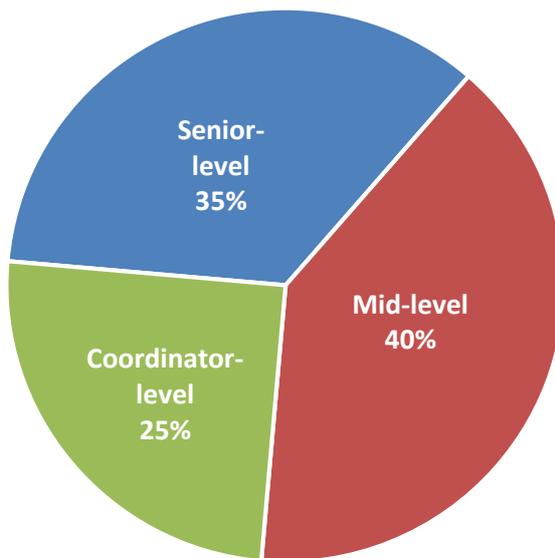
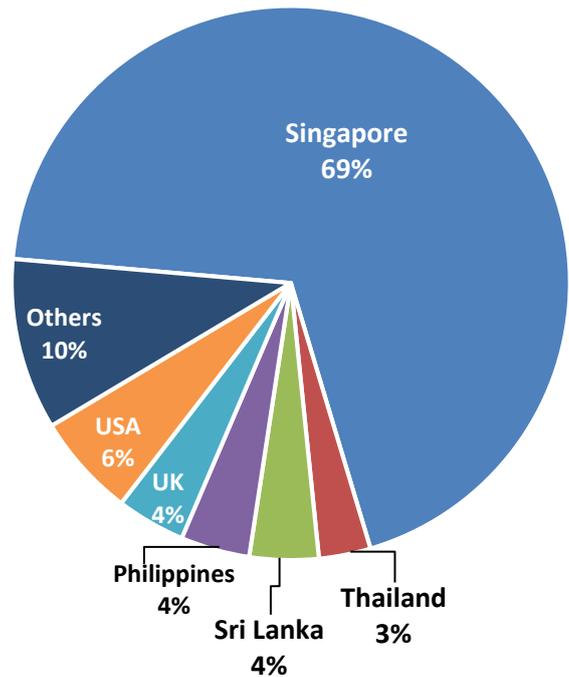


Figure 2: Country representation of ARRC 2017



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1.3 Co-organisers

Following ARRC 2017's success, ARRC 2018 will also be co-organised by BCP Asia, IAEM and RIMAS. This conference will also be supported by Business Continuity Institute (BCI) from the UK.

With the resources of all organisations as well as other supporting organisations, ARRC 2018 will be widening our focus and exploring Organisational Resiliency topics on BCM, ERM, Emergency Management, Crisis Management & Communications, Tests & Exercises, and many other related disciplines. The conference this year will span across 3 days with speakers who will share their experiences and expertise in the industry as well as discuss the latest news and trends globally. There will also be workshops facilitated by experienced professionals and will provide a platform for more focused discussions on the specific topics.

More information about the organisers can be found in www.arrconference.com

1.4 The ARRC 2018 Programme

The agenda for ARRC 2018 comprise of a 3-day conference and a 2-day exhibition.

3-day Conference:

This is a ticketed event and delegates will be able to network during the breaks and intermissions. Keynote presentations on the latest trends as well as break-out sessions will provide flexibility to delegates to decide their own topics of choice.

2-day Exhibition:

This event is open to public and it is complimentary entry. This would provide a good avenue for exhibitors to meet potential clients while raising brand awareness. Be able to reach out to a larger crowd with face-to-face interaction and communication. Exhibitors will also be perceived as fore-runners in their industry through being associated with the ONLY Asian Conference to cover Enterprise Risk, Business Continuity and Emergency Management.

This year's conference theme will be "Corporate Governance, Risk & Resilience – Planning in Action". This will be the third and final conference in our 3-year series. In the first year, we looked at the roles of Corporate Governance, Risk & Resilience. We looked at translating plans and strategies into reality and finally, this year, we will close the conference loop by putting our plans into action.

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ARRC 2018 Agenda Schedule (29th – 31st August 2018)

29 August 2018				
08:30	Registration Opens			
09:00	Welcome & Opening Speech <i>by ARRC 2018 Chairman</i>			
09:15	Keynote & Plenary Sessions			
10:30	Teabreak <i>Exhibit Hall Opens</i>			
11:00	Plenary Sessions			
12:45	Lunch			
14:00	Keynote & Plenary Sessions			
15:45	Teabreak			
16:15	ARRC 2018 Resilience Symposium Movement			
17:30	Closing Address & End of ARRC 2018 Day 2			
30 August 2018		31 August 2018		
08:30	Registration Opens			
09:00	Breakout Session 1	Breakout Session 2	Workshop Session 1	Workshop Session 2
10:30	Teabreak			
11:00	Breakout Session 3	Breakout Session 4	(Cont') Workshop Session 1	(Cont') Workshop Session 2
12:30	Lunch			
13:30	Breakout Session 5	Breakout Session 6	Workshop Session 3	Workshop Session 4
15:00	Teabreak			
15:30	Breakout Session 7	Breakout Session 8	(Cont') Workshop Session 3	(Cont') Workshop Session 4
17:00	End of ARRC 2018 Day 2 <i>Exhibit Hall Closes</i>		End of ARRC 2018	

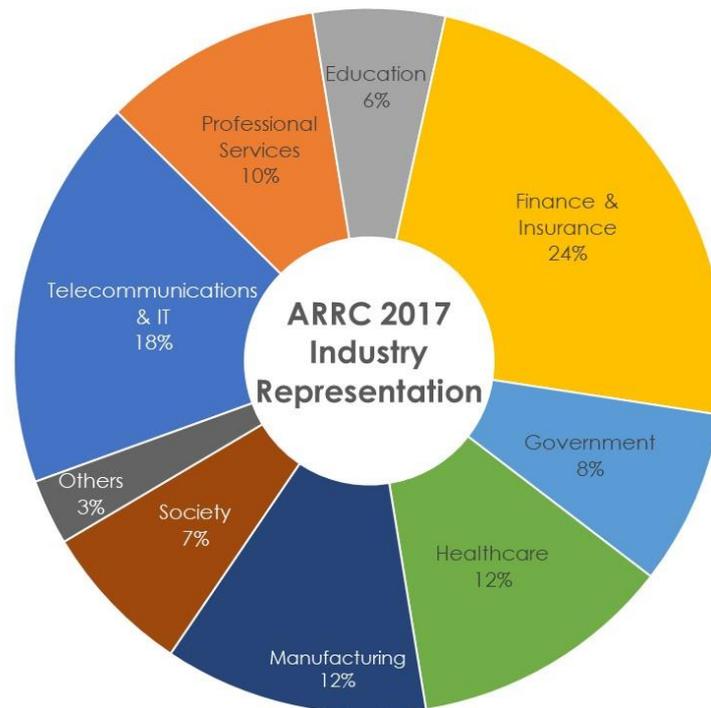
This agenda is subject to changes. Visit www.rrconference.com for the latest conference agenda.

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2. Why Sponsor

Sponsorship to ARRC 2018 provides many benefits to your organisation before, during and after the event. As a sponsor, your organisation can associate its name with a high profile and growing annual event that reaches a broad audience in the Asia Pacific region. With last year's ARRC 2017, we attracted a healthy mix of international delegates from various industry sectors such as Telecommunications, Healthcare, Manufacturing, Government & Societies, Financial Institutions and more.

Figure 3: Industry Breakdown for ARRC 2017



As a sponsor, your organisation gains the following competitive advantages:

- Be regarded as the **leader** in your industry, having direct access to a wide range of audiences including “key players” in BCM, ERM and other industries, decision makers in various organisations such as government entities or large organisations
- **Raise brand awareness** regionally before, during and after event
- Opportunities to **promote** your products and services through presentations, collaterals and/or exhibits
- **Outshine** your competitors by being associated with Asia’s most-anticipated BCM and ERM event
- Have stronger **bonding** with your customers – through inviting them for the event using the complimentary seats included in the package
- Leave a **lasting impression** on potential clients through directly liaison with them, leaving a more approachable brand image

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3. Sponsorship Packages

Please find the different sponsorship packages below and further details on the next page. Should you feel that you would prefer a customised sponsorship package to better suit your needs, please do not hesitate to contact us and we can have a further discussion.

3.1 Type of Sponsorship Package

Different sponsorship packages are developed for different needs.

3.1.1 Keynote Sponsor (with Speaking Opportunities)

Ideal for organisations looking to break into new markets, showcasing new products or services, strengthen their position as the market leader. This sponsorship package would provide you with the opportunity to directly address the audience through your interesting and engaging speaker; also, ideal for organisations wanting a stronger presence over the course of the conference; the best of both worlds, to have a presence during pre-event marketing activities as well as a physical presence during the event.

Enjoy: **Exclusivity** – Once you confirm your sponsorship, no other same-industry sponsor will be accepted in the same sponsor category

3.1.2 Partner Sponsor

Ideal for organisations who benefit through having a physical presence for better interaction with the conference participants throughout the course of the conference as well as having the marketed association with ARRC 2018. Maintain your industry presence through interacting with your audience in person.

Enjoy: **Exclusivity** – Once you confirm your sponsorship, no other same-industry sponsor will be accepted in the same sponsor category

3.1.3 Reception Sponsor

Ideal for organisations who benefit through using direct communication for better interaction with the conference participants during the tea breaks with a more relaxed atmosphere.

Enjoy: **Select the menu** – You get to decide on the menu for the full conference

3.1.4 Door Gift Sponsor

Ideal for organisations who want to give the conference participants something to remember them by, through sponsoring the door gift.

Enjoy: **Select the door gift** – Decide on the door gift for the delegates with your corporate logo on it

3.1.5 Exhibition Only

This is ideal for organisations looking to directly interact and communicate with their potential audience through live demonstrations.

Enjoy: **20 mins stage time** – Direct a wider audience with 20 mins presentation in the exhibition room for an information-sharing/Q&A session

For more information, contact Chen Huilin at hl.chen@bcpasia.com or (65) 63252080 (ext. 120)

Entitlement		Sponsor Type				
		Keynote	Partner	Reception	Door Gift	Exhibition only
* all rates before GST						
Pre/Post-Event & On-Site	Conference Seats (for 3-day Conference) <i>Normal fee @ S\$1,599/pax</i>	5 <i>(worth S\$7,995)</i>	10 <i>(worth S\$15,990)</i>	3 <i>(worth S\$4,797)</i>	2 <i>(worth S\$3,198)</i>	
	Speaking opportunity during ARRC 2018	20 mins				
	Delegate Name-list <i>(Complete with Delegate Name, Company, Designation & Email)</i>	✓	✓			
	Delegate Name-list <i>(Complete with Delegate Name, Company & Designation)</i>			✓	✓	
	Corporate Brochure in delegates' pack	<i>Up to 3 items, including gift</i>	<i>Up to 3 items, including gift</i>	<i>Up to 2 items</i>	<i>Up to 1 item + door-gift</i>	
	Banner display during Conference	<i>1 in main room</i>	<i>1 in main room</i>	<i>1 in lunch room</i>		
	Corporate Logo on Event Banner & Backdrop	✓	✓	✓	✓	
	Table Exhibition Booth (3mx2m) <i>(on 29 - 30 Aug 2018)</i>	50% off	50% off	40% off	40% off	✓
	Additional Conference Tickets (discounted rate)	30% off	20% off	20% off	10% off	
Marketing Activities	Webinar Session on Topic	1 session	1 session			
	Article Contribution with dedicated electronic direct mailer (eDM)	1 article exposure	1 article exposure			
	Interview session with Press or ARRC video	✓ <i>(if available)</i>	✓ <i>(if available)</i>			
	Special feature in ARRC website and other affiliated sites	✓	✓	✓		
	Acknowledgement in ARRC Social Media postings	✓	✓	✓		
	Corporate Logo in Conference website & all conference collaterals	Main page	Main page	Main page	Inner page	Inner page
	Corporate Logo on Conference Brochure	✓	✓	✓	✓	✓
Package Fee / Rate		S\$ 16,800	S\$ 16,800	S\$ 8,000	S\$ 4,000	S\$ 4,000

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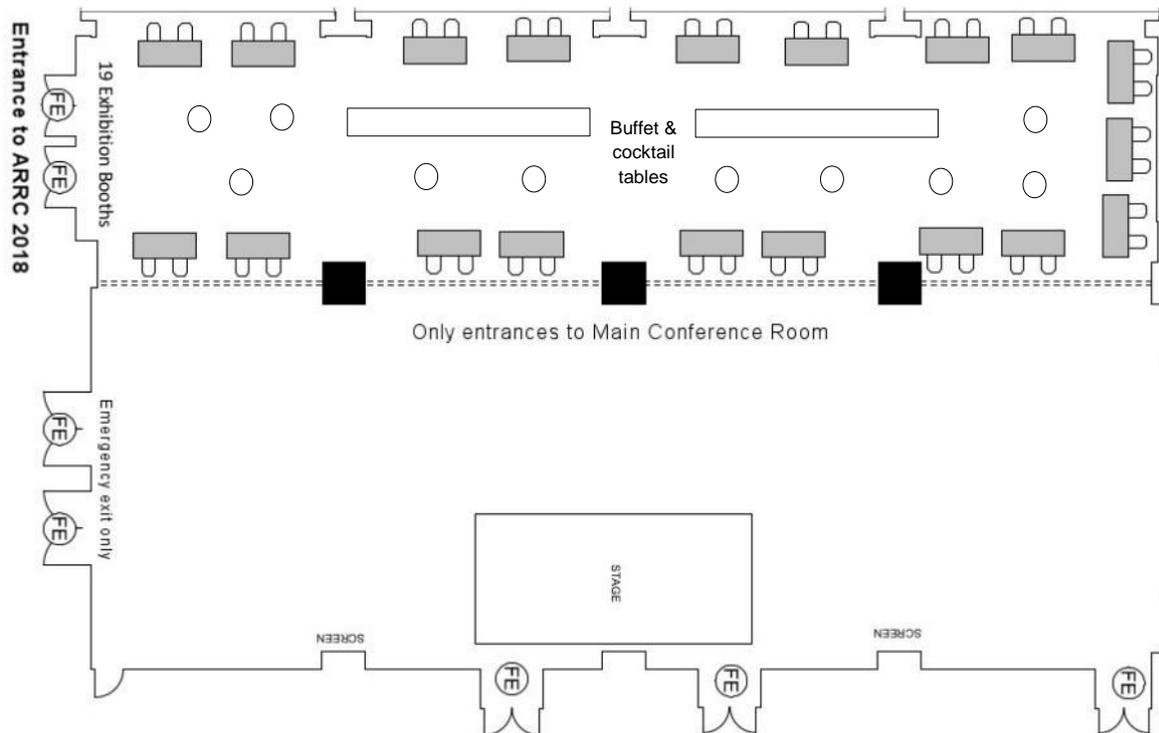
4. ARRC 2018 Exhibition Room

4.1 Exhibition booths

Bare Booth (3m x 2m)

- A 6 sq. meter exhibition space
- 1 table
- Includes 2 chairs
- 1 electrical power-point socket
- Limited to 1 corporate banner within space
- Arrangements can be reached for a bigger booth space

4.2 Exhibition Room Floorplan



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Terms & Conditions

1. Allocation:
 - 1.1. Sponsorship and exhibition packages are limited in number and will be allocated to organisations who apply earliest. Allocation of sponsorship packages and booths will be randomised and are regardless of the preference indicated. Alteration of the floor plan is at the discretion of the Organisers, whose decision will be final.
2. Cancellation Policy:
 - 2.1. Once the Sponsorship Confirmation Form has been received and confirmation by the organisers have been sent, any cancellation must be advised in writing to the Organisers at least 2 months before the start of ARRC 2018.
 - 2.2. Any cancellation after 28th June 2018 will result in a 20% cancellation fee and cancellation must be advised in writing.
 - 2.3. Regrettably, no refund can be made for cancellations received less than 2 weeks prior to the start of ARRC 2018.
3. Detailed Requirements and Due Dates:
 - 3.1. The Organisers' requirements regarding the artwork for logos and advertisements, specifications and delivery details for signage, arrangements for static display, delivery of satchel inserts, or other arrangements will be sent to you at a later date with relevant due dates and other information.
 - 3.2. In the event that materials, information or artwork required by the Organisers are not received by the designated due date, their use for their intended purpose cannot be guaranteed. The value of these entitlements will not be refunded if this is the case.
 - 3.3. Logos will be requested in PDF, .jpg and .eps format, at least high resolution 300dpi. Should an alternative format be received, the Organisers cannot be held responsible for the quality of the logos displayed in any of the promotional material.
4. Exceptional Circumstances:
 - 4.1. The Organisers reserve the right to change the venue and duration of the conference if exceptional circumstances demand. In the event of a change of venue and/or duration, the agreement to participate will remain in force as long as the sponsor/exhibitor is informed at least one month before the planned conference.
 - 4.2. The Organisers will use reasonable endeavours to remedy the impact of exceptional circumstances.
5. Exhibitor Display Rules:
 - 5.1. The Organisers shall determine the hours during which the exhibition shall be conducted and as to hours of access for exhibitors including variations of such times as shall be necessary.
 - 5.2. The exhibition booth is to be manned by no more than 2 support staff at a time and removal or change any of the areas will not commence, until after the exhibition closes on Friday, 31st August 2018 at 4.45 pm or otherwise stated in the Exhibitor's Manual.
 - 5.3. No advertising materials, such as banners, are allowed outside the designated booth area.
 - 5.4. Excessive noise that inconveniences other exhibitors or the conference will not be allowed. The Conference Organising Committee and Conference Organiser will be the judges as to whether there is an annoyance.
 - 5.5. No obstruction of any form will be allowed in the aisles and walkways.
 - 5.6. While companies are encouraged to pursue novel methods of attracting people with their stand, practices disadvantaging other companies or detracting from the exhibition will be discouraged.
 - 5.7. The sponsor/exhibitor will acknowledge that the Organisers and Venue will not be responsible for any loss or damage to the sponsor's/exhibitor's property and that all exhibitor material and equipment is the sole responsibility of the exhibitor.

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6. Liability / Insurance:
 - 6.1. In the event of industrial disruptions or natural disasters, the Organisers cannot accept responsibility for any financial or other losses incurred by the delegates.
 - 6.2. The Organisers take no responsibility for injury or damage to persons or property occurring during the ARRC 2017. All insurance, including medical cover, or expenses incurred in the event of the cancellation of the ARRC 2017 is the individual delegate's responsibility.
 - 6.3. The sponsor/exhibitor is responsible for all personal injury, damage to property or other losses, liabilities or claims arising in connection with the sponsor's/exhibitor's participation at the ARRC 2017. The sponsor/exhibitor will indemnify the Organisers in respect of any losses, liabilities or claims in respect thereof. The sponsor/exhibitor agrees to participate at its own risk and to ensure adequate insurance in respect of all such losses, liabilities and claims.
 - 6.4. The Organisers will take all reasonable precautions, to ensure the building is secure. To assist us, all persons attending the ARRC 2017 must wear the official ARRC 2017 identifier (to be issued during registration) at all times.
7. Partnerships:
 - 7.1. Nothing contained in this agreement will be deemed to constitute a partnership, joint venture or agency relationship between you and the Conference Organisers and you must not do anything where you will, in any way, be represented that you are a partner of the Conference Organisers.
8. Sponsorship and Exhibition Packages:
 - 8.1. Sponsorship Proposal current as at December 2017.
 - 8.2. Please refer to the sponsorship packages in this Proposal for outlined benefits. Any variations to the description of each package must be as agreed in writing with the Conference Organiser. Sponsorship and exhibition entitlements will not commence until the Sponsorship Confirmation Form is received by the Conference Organiser.
 - 8.3. Payment should be completed within 14 days from the endorsement of the Sponsorship Confirmation Form to finalise the status of the sponsors. Sponsorship Confirmation Forms without the accompanying payment within the time period specified may result in the release of the sponsor status at the discretion of the Conference Organiser

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SPONSORSHIP CONFIRMATION

We have read the sponsorship proposal and herein confirm our sponsorship participation in the following categories:

Tick	Sponsorship Category	Investment
	Keynote Sponsor	S\$ 16,800
	Partner Sponsor	S\$ 16,800
	Reception Sponsor	S\$ 8,000
	Door Gift Sponsor	S\$ 4,000
	Table Exhibition Booth (for sponsors: tick this box for the table exhibition)	S\$ 4,000

Endorser Details	
Approved by	Company Stamp
<hr/> (Signature)	
Company (Full Name)	
Billing Address	
Contact Person	
Designation	
Email Address	
Tel / Mobile Number	

Payment Methods	
<input type="checkbox"/> Telegraphic Transfer <i>(Fees do not include bank charges; kindly include all bank charges into total amount)</i>	Transfer to “ Business Continuity Planning Asia Pte Ltd ” Account Number: 564-009926-001 Bank: Overseas Chinese Banking Corporation Bank Branch: Robinson Road Bankcode: 7339 Swiftcode: ocbcsqsg
<input type="checkbox"/> Cheque / Bank Draft	Payable to “Business Continuity Planning Asia Pte Ltd” and send to: 1 Commonwealth Lane #08-27 One Commonwealth Singapore 149544

Please return the original Sponsorship Confirmation with signature and company stamp to: **Business Continuity Planning Asia Pte Ltd** and send to 1 Commonwealth Lane, #08-27 One Commonwealth Singapore 149544; do email or fax to us immediately to secure your sponsorship, limited seats available. Upon signing, a confirmation email will be sent to you. Please email a high resolution corporate logo to conference@bcpasia.com.