

## ISO/IEC 22301 Lead Implementer: Business Continuity Management System (BCMS)

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| Date and duration  |
| Training code : ISO22301LI-EN<br>Duration : 4,5 days<br>Nombre d'heures : 31 heures  |
| Training with certification  |
| PECB ISO/IEC 22301 Certification : business continuity management  |
| Body   |
| <p>Organizations today face multiple risks of disasters and disruptions. Business Continuity Management (BCM) is a discipline designed to help organizations anticipate incidents and establish rapid, effective action plans to resume operations in the event of a crisis. The ISO 22301:2019 standard provides a set of best practices and guidelines aimed at protecting organizations from disruptions, reducing their likelihood, and ensuring preparedness to respond effectively when they occur.</p> <p>This training aims to provide you with the knowledge and skills to implement and apply a Business Continuity Management System (BCMS) within an organization, in accordance with ISO 22301:2019. You will learn the core concepts and principles of a BCMS, as well as how to master the techniques and practices required for effective business continuity management. You will be able to support your organization's operations during times of crisis. By completing this course, you will sit for the ISO 22301 Lead Implementer certification exam. Passing this exam allows you to obtain one of the PECB credentials, such as PECB Certified ISO/IEC 22301 Provisional Implementer, which requires no prior professional experience.</p>   |
| Objectifs  |
| <p>At the end of the <b>ISO 22301 Lead Implementer training</b>, you will be able to:</p> <ul style="list-style-type: none"><li>• Implement the ISO 22301:2019 standard in alignment with other regulations.</li><li>• Master the concepts, practices, and techniques required to implement and manage a Business Continuity Management System (BCMS).</li><li>• Apply ISO 22301:2019 within an organization.</li><li>• Support the organization in planning, implementing, managing, monitoring, and maintaining a BCMS.</li><li>• Advise an organization on practices related to business continuity management.</li><li>• Successfully pass the ISO 22301 Lead Implementer exam and obtain one of the PECB Certified ISO 22301 Lead Implementer credentials.</li></ul> <p>All the skills acquired can be applied to organizations of any size and sector, offering the following benefits:</p> <ul style="list-style-type: none"><li>• Rapid response capability in the face of unforeseen events.</li><li>• Effective crisis management after a disruption or disaster (improved resilience).</li><li>• Reduced costs of internal and external audits related to business continuity management.</li><li>• Recovery of critical business processes after a disaster to ensure organizational continuity.</li></ul> |

## Points forts

- Hands-on exercises based on real-life case studies, supported by a 450-page training manual;
- Earn 31 Continuing Professional Development (CPD) credits;
- Certification exam is included in the training fee;
- In case of failure, you can retake the exam free of charge within 12 months.

## Certification

During the training, you will receive a "coupon code," which allows you to schedule your exam at the date and time of your choice. The exam is conducted online. It is an "essay-type" format: you must write out your answers to the different questions. The PECB Certified ISO/IEC 22301 Lead Implementer exam meets the requirements of the PECB examination and certification program. It covers the following competency domains:

- Fundamental principles and concepts of business continuity;
- Requirements of the Business Continuity Management System (BCMS);
- Planning a BCMS implementation based on ISO 22301:2019;
- Implementing a BCMS based on ISO 22301:2019;
- Performance evaluation and monitoring of a BCMS based on ISO 22301:2019;
- Continuous improvement of a BCMS based on ISO 22301:2019;
- Preparation for a BCMS certification audit.

After successfully passing this 3-hour exam, you may apply for one of the following certifications, depending on your professional experience:

| <b>Qualification</b>  | <b>Exam</b>  | <b>Professional Experience</b>                                | <b>SM Project Experience</b>            | <b>Other Requirements</b>    |
|---|--|---|---|------------------------------|
| <b>PECB Certified ISO/IEC 22301 Provisional Implementer</b> | PECB Certified ISO/IEC 27002 Manager exam or equivalent      | None  | None                                    | Sign the PECB Code of Ethics |
| <b>PECB Certified ISO/IEC 22301 Implementer</b>             | PECB Certified ISO 22301 Lead Implementer exam or equivalent | 2 years, including 1 year in business continuity management   | Project activities totaling 200 hours   | Sign the PECB Code of Ethics |
| <b>PECB Certified ISO/IEC 27002 Lead Implementer</b>        | PECB Certified ISO 22301 Lead Implementer exam or equivalent | 5 years, including 2 years in business continuity management  | Project activities totaling 300 hours   | Sign the PECB Code of Ethics |
| <b>PECB Certified ISO/IEC 27002 Senior Lead Implementer</b> | PECB Certified ISO 22301 Lead Implementer exam or equivalent | 10 years, including 7 years in business continuity management | Project activities totaling 1,000 hours | Sign the PECB Code of Ethics |

For more information on the requirements, please refer to the PECB Examination Rules and the PECB Certification Rules.

## Modalités d'évaluation

Etude de cas

## Pré-requis

Attending the **ISO 22301 Lead Implementer training** requires the following prerequisites:

- Be involved in information security.
- Have knowledge of the fundamental principles of the ISO 22301 standard and its application

Public

**This training is intended for the following audiences:**

- Individuals involved in business continuity management (risk managers, consultants, etc.);
- Professionals who wish to master the implementation of a BCMS;
- Individuals responsible for ensuring BCMS compliance;
- Members of a BCMS implementation or management team.

Programme

**Introduction Round**

- Individual introduction.
  - Exploration of each participant's expectations and objectives.
  - Introduction to the training framework.
  - Alignment with specific objectives and challenges.
  - Identification of participants' individual expectations and perspectives.
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**Day 1**

- General presentation of the training.
- Introduction to the ISO 22301:2019 standard.
- Principles and concepts of the Business Continuity Management System (BCMS).
- Initialization and implementation of a BCMS.
- Understanding the organization.
- Analysis of the existing management system.
- Definition of the BCMS scope.

**Day 2**

- Leadership and commitment.
- BCMS policies.
- Organizational structure.
- Documented information.
- Competence and awareness.
- Business impact analysis.
- Risk assessment.

**Day 3**

- Protective and mitigation measures.
- Business continuity procedures and plans.
- Incident response plan.
- Emergency response plan.
- Crisis management plan.
- IT recovery plan.
- Restoration plan.

- Communication plan.

## **Days 4 & 5**

- Testing and exercises.
- Measurement and monitoring of the BCMS.
- Internal audit.
- Management review.
- Treatment of nonconformities.
- Continuous improvement.
- Preparation for the certification audit.
- Competence and evaluation of implementers.
- Exam Preparation:
- Preparation for the ISO 22301 Lead Implementer certification exam.

**Note: The course material and the PECB ISO/IEC 22301 Lead Implementer exam are available in French.**

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*Training content offered in partnership with PECB*