

**The Academy of Resilience & Continuity
is a Registered and Authorised reseller
of the PECB of ISO 22301 training modules.**

The ISO 22301 PECB Brochure consists of:

- Introduction
- Foundation
- Lead Implementer
- Lead Auditor
- Transition

Once you have read and chosen
the course kindly contact us for
a quotation.





ISO 22301 Introduction

Introduction to Business Continuity Management Systems (BCMS) based on ISO 22301

Why should you attend?

ISO 22301 Introduction training course enables you to comprehend the basic concepts of a Business Continuity Management System (BCMS).

By attending the ISO 22301 Introduction course, you will understand the importance of a Business Continuity Management System and the benefits that businesses, society and governments can obtain.

Who should attend?

- Individuals interested in Business Continuity Management
- Individuals seeking to gain knowledge about the main processes of a Business Continuity Management System (BCMS)

Learning objectives

- Understand the concepts, approaches, methods, and techniques used to implement a Business Continuity Management System
- Understand the basic elements of a Business Continuity Management System

Course agenda

DURATION: 1 DAY

- Day 1: Introduction to Business Continuity Management System (BCMS) concepts as required by ISO 22301

Prerequisites

- None

Examination

- None

Certification

- None

General information

- Training material containing over 100 pages of information and practical examples will be distributed
- A participation certificate of 7 CPD (Continuing Professional Development) credits will be issued



PECB ISO 22301 Foundation

Become acquainted with the best practices of Business Continuity Management Systems (BCMS) based on ISO 22301

Why should you attend?

This training course is designed to help participants understand the fundamental concepts and principles of a business continuity management system (BCMS) based on ISO 22301. By attending this training course, participants will learn more about the structure and requirements of the standard including the BCMS policy, the top management’s commitment, internal audit, management review, and continual improvement process.

After attending the training course, you can sit for the exam and, if you successfully pass it, you can apply for the “PECB Certificate Holder in ISO 22301 Foundation” credential. A PECB Foundation certificate shows that you have knowledge on the fundamental concepts, principles, methodologies, requirements, framework, and management approach used in business continuity.

Who should attend?	Learning objectives
➤ Individuals involved in business continuity ➤ Individuals seeking to gain knowledge about the main processes of business continuity management systems (BCMS) ➤ Individuals interested to pursue a career in business continuity	➤ Describe the business continuity management concepts, principles, and definitions ➤ Explain the main ISO 22301 requirements for a business continuity management system (BCMS) ➤ Identify approaches and techniques used for the implementation and management of a BCMS
Course agenda DURATION: 2 DAYS	Prerequisites
➤ Day 1: Introduction to business continuity management system (BCMS) and ISO 22301 ➤ Day 2: Business continuity management system and certificate exam	➤ None
Examination	DURATION: 1 HOUR

The “PECB Certificate Holder in ISO 22301 Foundation” exam complies with the PECB Examination and Certification Program (ECP) requirements. The exam covers the following competency domains:

➤ **Domain 1:** Fundamental principles and concepts of a business continuity management system (BCMS)

➤ **Domain 2:** Business continuity management system (BCMS)

For more detailed information about the PECB examination process, please visit [Examination Rules and Policies](#).

Certificate requirements

First, a candidate needs to complete the PECB ISO 22301 Foundation training course. Then, they need to take the exam and after successfully passing the exam, candidates will be able to apply for the “PECB Certificate Holder in ISO 22301 Foundation” certificate. For more information about please refer to the [Certification Rules and Policies](#).

Designation	Training Course	Exam	Professional experience	MS audit/ assessment experience	BCMS project experience	Other requirements
PECB Certificate Holder in ISO 22301 Foundation	Complete the PECB ISO 22301 Foundation Training Course	Pass the PECB ISO 22301 Foundation exam	None	None	None	Signing the PECB Code of Ethics

General information

- Certification and examination fees are included in the price of the training course.

➤ Participants will be provided with the training material containing over 200 pages of explanatory information, discussion topics, examples, and quizzes.

➤ An Attestation of Course Completion certificate worth 14 CPD (Continuing Professional Development) credits will be issued to the participants who have attended the training course.

➤ In case candidates fail the exam, they can retake the exam within 12 months following the initial exam for free.



PECB Certified ISO 22301 Lead Implementer

Master the implementation and management of Business Continuity Management Systems (BCMS) based on ISO 22301

Why should you take this training course?

No two disasters in the world cause equal damage. Between the unpredictability of natural disasters, information security breaches, and incidents of different nature, preparedness can make you stand out in the crowd and predict the future of your business. In light of this, proper planning is essential to mitigating risks, avoiding consequences, coping with the negative effects of disasters and incidents, but at the same time, continuing your daily operations so that customer needs do not remain unfulfilled.

Organizations can make progress towards understanding and managing disasters, incidents, and risks by having a BCMS based on ISO 22301 in place. Therefore, PECB has designed this training course to prepare its participants implement a business continuity management system (BCMS) in compliance with the requirements of ISO 22301. Attending this training course allows you to gain a comprehensive understanding of the best practices of the business continuity management system and to be able to establish a framework that allows the organization to continue operating efficiently during disruptive events.



Why is this course more desirable than the others?

PECB ISO 22301 Lead Implementer training course is the result of extensive research, deliberation, and cooperation between PECB's course developers and international experts in the field of business continuity.

After attending the training course, you can sit for the exam and apply for the "PECB Certified ISO 22301 Lead Implementer" credential. The internationally recognized "PECB Certified ISO 22301 Lead Implementer" certificate will prove that you have the professional capabilities and practical knowledge to implement a BCMS based on the requirements of ISO 22301 in an organization.

What will the certification allow you to do?

Certification is the formal recognition and proof of knowledge which carries an important weight when you are entering the labor market, or when you want to advance in your career. Due to the continuously evolving risk landscape, the demand for business continuity professionals continues to grow. As such, the ISO 22301 certification has become the norm for best-practice in business continuity. By taking a certification, you showcase a certain skill level which will display added value not only to your professional career but to your organization as well. This can help you stand out from the crowd and increase your earning potential.



Who should attend this training course?

- Project managers and consultants involved in business continuity
- Expert advisors seeking to master the implementation of the business continuity management system
- Individuals responsible to maintain conformity with BCMS requirements within an organization
- Members of the BCMS team

Course agenda

Duration: 5 days

Day 1 | Introduction to ISO 22301 and initiation of a BCMS

- Training course objectives and structure
- Standards and regulatory frameworks
- Business continuity management system
- Fundamental business continuity principles and concepts
- Initiation of the BCMS implementation
- The organization and its context
- BCMS scope

Day 2 | Implementation plan of a BCMS

- Leadership and commitment
- Business continuity policy
- Risks, opportunities, and business continuity objectives
- Support for the BCMS
- Business impact analysis

Day 3 | Implementation of a BCMS

- • Risk assessment
- • Business continuity strategies and solutions
- • Business continuity plans and procedures
- • Incident response and emergency response
- • Crisis management

Day 4 | BCMS monitoring, continual improvement, and preparation for the certification audit

- Exercise programs
- Monitoring, measurement, analysis, and evaluation
- Internal audit
- Management review
- Treatment of nonconformities
- Continual improvement
- Preparing for the certification audit
- Certification process and closing of the training course

Day 5 | Certification Exam



Learning objectives

By the end of this training course, the participants will be able to:

- Explain the fundamental concepts and principles of a business continuity management system (BCMS) based on ISO 22301
- Interpret the ISO 22301 requirements for a BCMS from the perspective of an implementer
- Initiate and plan the implementation of a BCMS based on ISO 22301, by utilizing PECB's IMS2 Methodology and other best practices
- Support an organization in operating, maintaining, and continually improving a BCMS based on ISO 22301
- Prepare an organization to undergo a third-party certification audit

Examination

Duration: 3 hours

The "PECB Certified ISO 22301 Lead Implementer" exam complies with the PECB Examination and Certification Program (ECP) requirements. The exam covers the following competency domains:

- Domain 1** | Fundamental business continuity principles and concepts
- Domain 2** | Business continuity management system (BCMS) requirements
- Domain 3** | Planning a BCMS implementation based on ISO 22301
- Domain 4** | Implementing a BCMS based on ISO 22301
- Domain 5** | Performance evaluation and monitoring and measurement of a BCMS based on ISO 22301
- Domain 6** | Continual improvement of a BCMS based on ISO 22301
- Domain 7** | Preparing for a BCMS certification audit

For specific information about exam type, languages available, and other details, please visit the [List of PECB Exams](#) and the [Examination Rules and Policies](#).



Certification

After successfully passing the exam, you can apply for the credentials shown on the table below. You will receive a certificate once you comply with all the requirements related to the selected credential. For more information about ISO 22301 certifications and the PECB certification process, please refer to the [Certification Rules and Policies](#).

Credential	Exam	Professional experience	BCMS project experience	Other requirements
PECB Certified ISO 22301 Provisional Implementer	PECB Certified ISO 22301 Lead Implementer exam or equivalent	None	None	Signing the PECB Code of Ethics
PECB Certified ISO 22301 Implementer	PECB Certified ISO 22301 Lead Implementer exam or equivalent	Two years: One year of work experience in Business Continuity Management	Project activities: a total of 200 hours	Signing the PECB Code of Ethics
PECB Certified ISO 22301 Lead Implementer	PECB Certified ISO 22301 Lead Implementer exam or equivalent	Five years: Two years of work experience in Business Continuity Management	Project activities: a total of 300 hours	Signing the PECB Code of Ethics
PECB Certified ISO 22301 Senior Lead Implementer	PECB Certified ISO 22301 Senior Lead Implementer exam or equivalent	Ten years: Seven years of work experience in Business Continuity Management	Project activities: a total of 1,000 hours	Signing the PECB Code of Ethics

Note: PECB certified individuals who possess Lead Implementer and Lead Auditor credentials are qualified for the respective PECB Master credential, given that they have taken four additional Foundation exams related to this scheme. More detailed information about the Foundation exams and the Master credential requirements can be found [here](#).

General information

- Certification and examination fees are included in the price of the training course
- Training material containing over 400 pages of information and practical examples will be distributed
- An Attestation of Course Completion worth 31 CPD (Continuing Professional Development) credits will be issued to all candidates who have attended the training course
- In case you do not pass the exam, you can retake it within 12 months following the initial attempt for free

Are you interested to know more? Contact us at marketing@pecb.com or visit www.pecb.com.

PECB Certified ISO 22301 Lead Auditor

Master the Audit of Business Continuity Management Systems (BCMS) based on ISO 22301

Why should you attend?

Given the increasing number of disruptions and the unpredictability of disasters of any kind (natural, occupational, information security), organizations nowadays are aiming at getting certified against ISO 22301 in order to show commitment toward business continuity and ensure that disruptive incidents are detected and properly addressed, thus the management system is continually improved. By becoming a PECB certified auditor, you will achieve a formal and independent recognition of your personal competences, and you qualify yourself to conduct BCMS audits for a certification body.

Recognizing the importance of an effective audit and the means used to successfully conduct it, PECB has designed the ISO 22301 Lead Auditor training course. Attending this training course allows you to obtain the knowledge and skills to plan and carry out audits in compliance with ISO 19011 and the certification process according to ISO/IEC 17021-1.

Through interactive sessions, explanatory information, exercises, and questions for discussion, you will be able to acquire knowledge on the business continuity management system as well as audit techniques and become competent to perform a BCMS audit by applying widely recognized audit principles, procedures, and techniques, and to manage an audit program and an audit team.

After attending the training course, you can sit for the exam and, if you successfully pass the exam, you can apply for the "PECB Certified ISO 22301 Lead Auditor" credential. The internationally recognized "PECB Certified ISO 22301 Lead Auditor" certificate will prove that you have the professional capabilities and competences to audit organizations based on the requirements of ISO 22301 and auditing best practices.



Who should attend?

- Auditors seeking to perform and lead business continuity management system (BCMS) audits
- Managers or consultants seeking to master the business continuity management system audit process
- Individuals responsible to maintain conformity with the BCMS requirements in an organization
- Technical experts seeking to prepare for the business continuity management system audit
- Expert advisors in business continuity management

Course agenda

Duration: 5 days

Day 1 | Introduction to business continuity management system (BCMS) and ISO 22301

- Training course objectives and structure
- Standards and regulatory frameworks
- Certification process
- Fundamental principles of business continuity
- Business continuity management system (BCMS)

Day 2 | Audit principles, preparation, and initiation of an audit

- Fundamental audit concepts and principles
- The impact of trends and technology in auditing
- Evidence-based auditing
- Risk-based auditing
- Audit feasibility
- Stage 1 audit

Day 3 | On-site audit activities

- Preparing for stage 2 audit (on-site audit)
- Stage 2 audit
- Communication during the audit
- Audit procedures
- Creating audit test plans

Day 4 | Closing of the audit

- Drafting audit findings and nonconformity reports
- Audit documentation and quality review
- Closing of the audit
- Evaluation of action plans by the auditor
- Beyond the initial audit
- Managing an internal audit program
- Closing of the training course

Day 5 | Certification Exam



Learning objectives

By the end of this training course, the participants will be able to:

- Explain the fundamental concepts and principles of a business continuity management system (BCMS) based on ISO 22301
- Interpret the ISO 22301 requirements for a BCMS from the perspective of an auditor
- Evaluate the BCMS conformity to ISO 22301 requirements, in accordance with the fundamental audit concepts and principles
- Interpret the requirements of ISO 22301 in the context of a BCMS audit
- Plan, conduct, and close an ISO 22301 compliance audit, in accordance with ISO/IEC 17021-1 requirements, ISO 19011 guidelines, and other best practices of auditing
- Manage an ISO 22301 audit program

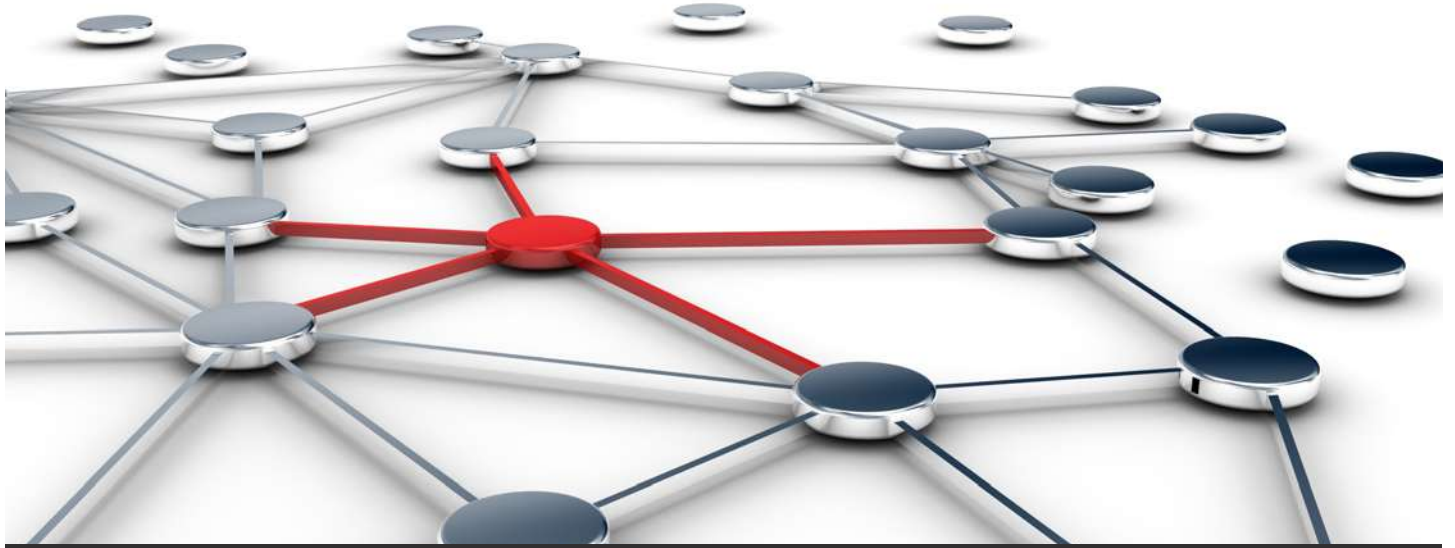
Examination

Duration: 3 hours

The “PECB Certified ISO 22301 Lead Auditor” exam complies with the PECB Examination and Certification Program (ECP) requirements. The exam covers the following competency domains:

- Domain 1** | Fundamental principles and concepts of a business continuity management system (BCMS)
- Domain 2** | Business Continuity Management System (BCMS)
- Domain 3** | Fundamental audit concepts and principles
- Domain 4** | Preparing an ISO 22301 audit
- Domain 5** | Conducting an ISO 22301 audit
- Domain 6** | Closing an ISO 22301 audit
- Domain 7** | Managing an ISO 22301 audit program

For more information about exam details, please visit [Examination Rules and Policies](#).



Certification

After successfully passing the exam, you can apply for the credential shown on the table below. You will receive the certificate once you comply with all the requirements related to the selected credential.

For more information about ISO 22301 certifications and the PECB certification process, please refer to the [Certification Rules and Policies](#).

Credential	Exam	Professional experience	BCMS audit/assessment experience	Other requirements
PECB Certified ISO 22301 Provisional Auditor	PECB Certified ISO 22301 Lead Auditor exam or equivalent	None	None	Signing the PECB Code of Ethics
PECB Certified ISO 22301 Auditor	PECB Certified ISO 22301 Lead Auditor exam or equivalent	Two years: One year of work experience in BC management	Audit activities: a total of 200 hours	Signing the PECB Code of Ethics
PECB Certified ISO 22301 Lead Auditor	PECB Certified ISO 22301 Lead Auditor exam or equivalent	Five years: Two years of work experience in BC management	Audit activities: a total of 300 hours	Signing the PECB Code of Ethics
PECB Certified ISO 22301 Senior Lead Auditor	PECB Certified ISO 22301 Lead Auditor exam or equivalent	Ten years: Seven years of work experience in BC management	Audit activities: a total of 1,000 hours	Signing the PECB Code of Ethics

Note: PECB Certified individuals who possess the Lead Implementer and Lead Auditor credentials are qualified for the respective **PECB Master Credential**, given that they have taken four additional Foundation exams which are related to this scheme. For more detailed information about the Foundation exams and the overall Master credential requirements, please visit: <https://pecb.com/en/master-credentials>.

General information

- Certification and examination fees are included in the price of the training course.
- Participants will be provided with the training material containing over 450 pages of explanatory information and practical examples.
- An Attendance Record worth 31 CPD (Continuing Professional Development) credits will be issued to participants who have attended the training course.
- In case candidates fail the exam, they can retake the exam within 12 months following the initial exam for free.



PECB CERTIFIED ISO 22301:2019 Transition

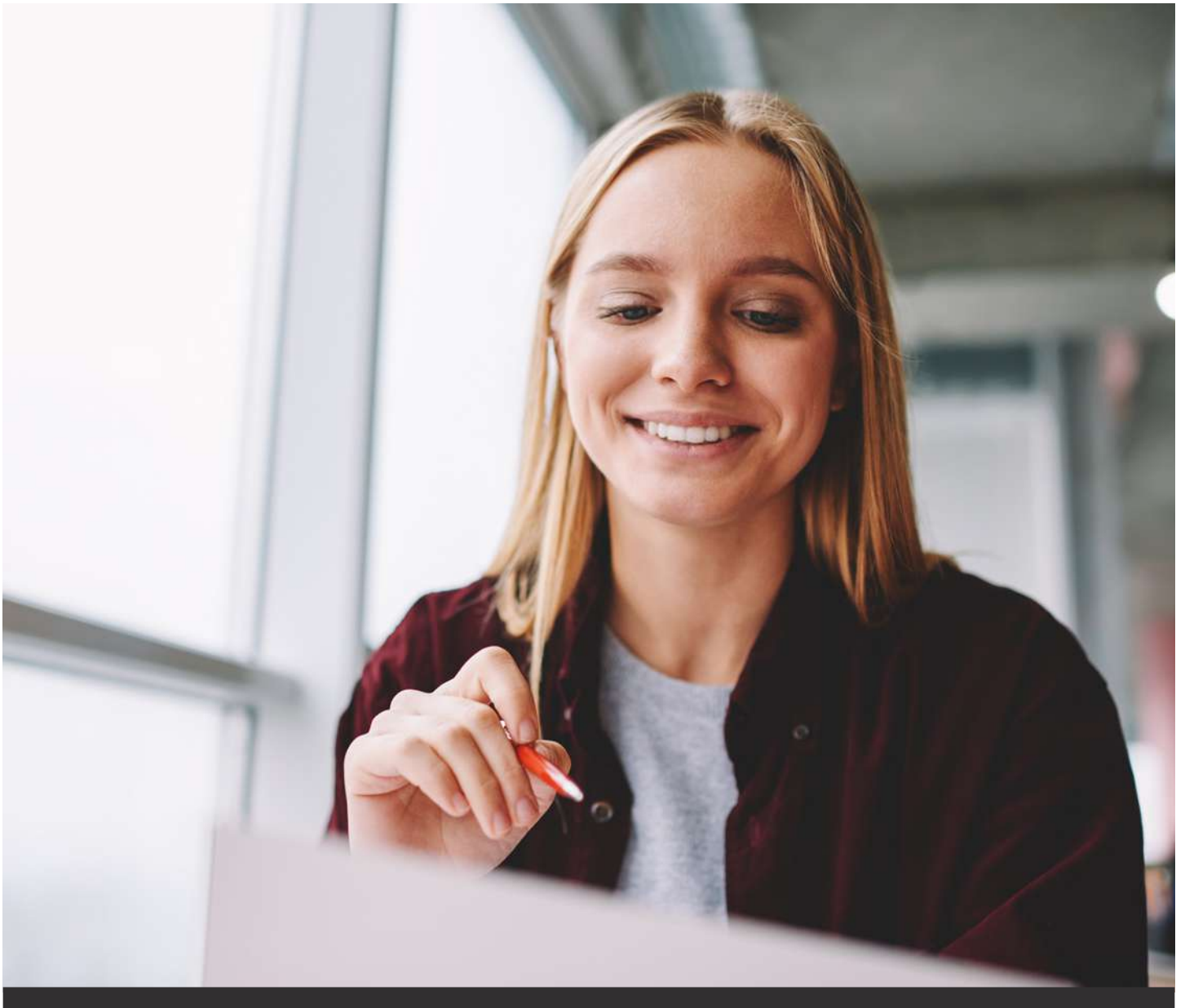
Prepare for the transition from ISO 22301:2015 to ISO 22301:2019 version.

Why should you attend?

ISO 22301 has recently undergone a revision which resulted from the ever-changing nature of customer needs, the environment, and the market. The requirements of the standard have therefore been modified in order to meet the current and future business continuity challenges.

The “PECB ISO 22301:2019 Transition” training course provides detailed information about the revised clauses, added and removed terminology, reduced prescriptiveness of the standard, etc., and helps you gain a thorough understanding of the difference between ISO 22301:2012 and ISO 22301:2019. During this training course, you will be able to acquire the necessary knowledge to support an organization in planning and implementing the ISO 22301:2019 changes, thus participating in the transitioning process from an ISO 22301:2012 BCMS to an ISO 22301:2019 BCMS in a timely manner.

After becoming acquainted with the new concepts and requirements of ISO 22301:2019, you can sit for the exam and, if you successfully pass the exam, you can apply for a “PECB Certified ISO 22301:2019 Transition” credential. A PECB Transition Certificate will prove that you have the practical knowledge and professional capabilities to successfully apply the ISO 22301:2019 changes to an existing business continuity management system (BCMS) in any organization.



Who should attend?

- Managers, trainers, or consultants involved in an ISO 22301:2019 BCMS transition process
- Individuals responsible for the transition process from an ISO 22301:2012 BCMS to an ISO 22301:2019 BCMS
- Auditors seeking to perform the ISO 22301:2019 transition certification

Course agenda

Duration: 2 days

Day 1 | Introduction to ISO 22301:2019

- Training course objectives and structure
- Management system standards
- ISO 22301 revision project
- Context of the organization
- Leadership
- Planning

Day 2 | ISO 22301:2019 clause by clause and the certification exam

- Support
- Operation
- Performance evaluation
- Improvement
- Transition to the ISO 22301 certification and closing of the training course



Learning objectives

- Learn about the main differences between ISO 22301:2012 and ISO 22301:2019
- Understand the new concepts and requirements of ISO 22301:2019
- Learn how to effectively apply the ISO 22301:2019 changes to an existing business continuity management system (BCMS)

Examination

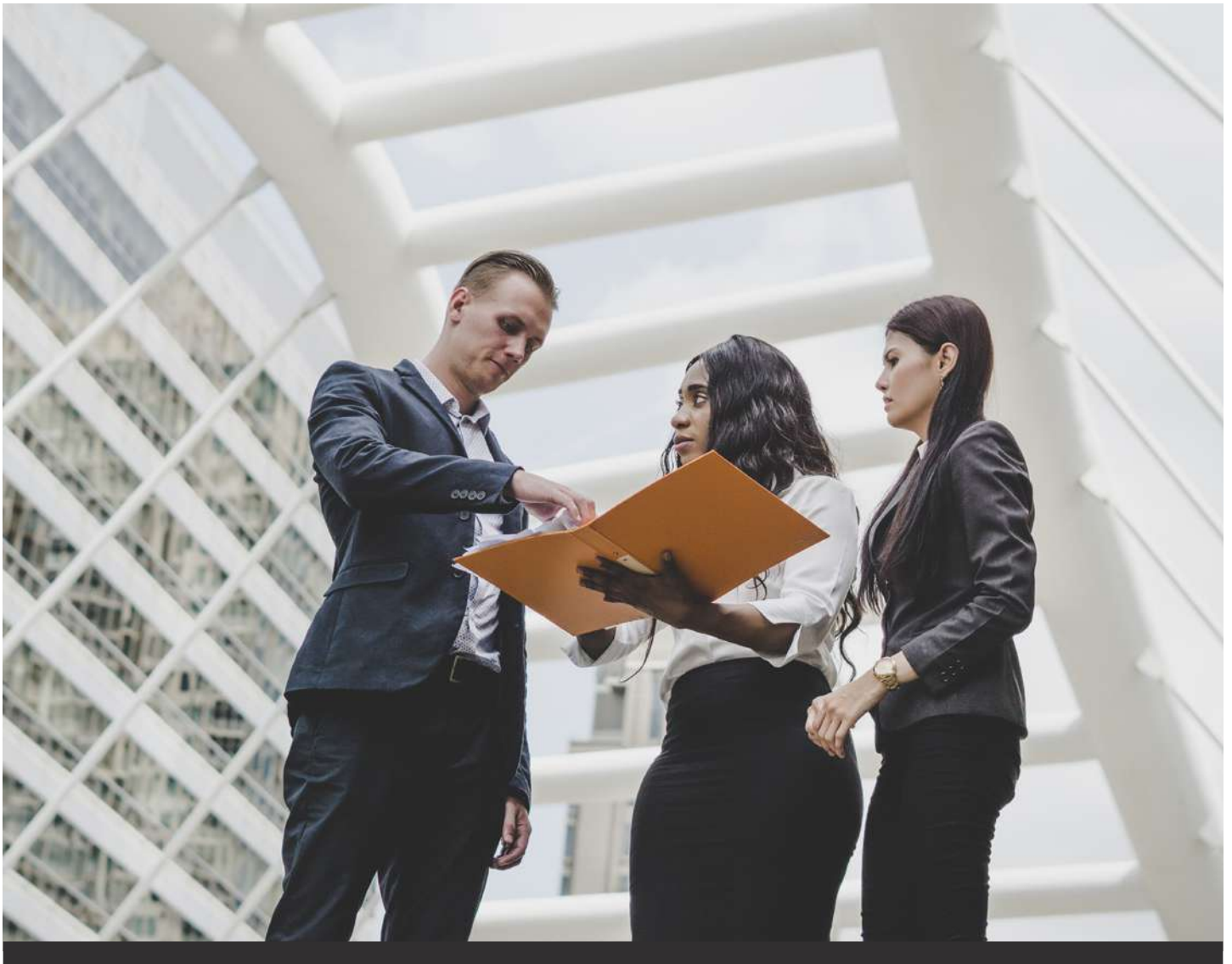
Duration: 1 hour

The “PECB Certified ISO 22301 Transition” exam complies with the PECB Examination and Certification Program (ECP) requirements. The exam covers the following competency domains:

Domain 1 | Understand the differences between ISO 22301:2012 and ISO 22301:2019

Domain 2 | Understand, interpret, and plan the implementation of ISO 22301:2019 changes

For more information about exam details, please visit [Examination Rules and Policies](#).



Certification

After passing the exam, you can apply for the credentials shown on the table below. You will receive a certificate once you comply with all the requirements related to the selected credential.

For more information about ISO 22301 certifications and the PECB certification process, please refer to the [Certification Rules and Policies](#).

The requirements for a Transition Certification are:

Credential	Exam	Professional experience	BCMS audit experience	BCMS project experience	Other requirements
PECB Certified ISO 22301 Transition	PECB Certified ISO 22301:2019 Transition exam or equivalent	None	None	None	Signing the PECB Code of Ethics

General information

- Participants will be provided with the training material containing over 120 pages of explanatory information, practical examples, and quizzes.
- An Attendance Record worth 14 CPD (Continuing Professional Development) credits will be issued to participants who have attended the training course.
- In case of exam failure, participants can retake the exam within 12 months following the initial exam for free.
- Certification and examination fees are included in the price of the training course.