

## ISO 22301 Lead Auditor (PECB certified) + exam

**Duration: 365 Days**    **Course Code: IS22301LA**    **Version: 9.1**    **Delivery Method: Elearning (Self-paced)**

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### Overview:

In this training course, you will acquire the knowledge and skills to plan and carry out internal and external audits in compliance with ISO 19011 and ISO/IEC 17021-1 certification process.

You will also learn how to master audit techniques and become competent to manage an audit program, audit team, communicate with customers, and resolve any potential conflicts.

After acquiring the necessary skills to perform BCMS audits, you can sit for the exam and apply for a “PECB Certified ISO 22301 Lead Auditor” credential. By holding a PECB Lead Auditor certification, you will demonstrate that you have the capabilities and competencies to audit organizations based on best practices.

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### Target Audience:

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

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### Objectives:

- 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
  - 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
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### Prerequisites:

- Participants who attend this training course are required to have a fundamental understanding of business continuity concepts and a comprehensive knowledge of BCMS audit principles.

### Testing and Certification

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

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## Content:

Introduction to Business Continuity Management System (BCMS) and ISO 22301

- Training course objectives and structure
- Standards and regulatory frameworks
- Certification process
- Fundamental concepts and principles of business continuity
- Business Continuity Management System (BCMS)

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

On-site audit activities

- Preparing for stage 2 audit
- Stage 2 audit
- Communication during the audit
- Audit procedures
- Creating audit test plans

Closing 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

Certification Exam

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## Additional Information:

Certification fees are included in the exam price.

Participants will be provided with the training course material containing over 450 pages of explanatory information, examples, best practices, exercises, and quizzes.

An attendance record worth 31 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 it within 12 months following the initial attempt for free.

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## Further Information:

For More information, or to book your course, please call us on Head Office 01189 123456 / Northern Office 0113 242 5931

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