PECB BEYOND RECOGNITION



PECB Certified ISO 22301
Lead Auditor

Master the audit of business continuity management systems based on ISO 22301

Why should you attend?

In response to the growing prevalence of disruptions and the unpredictable nature of various types of disasters, including those of natural, occupational, or information security nature, organizations are actively pursuing ISO 22301 certification. As more organizations seek compliance with ISO 22301, there is a corresponding demand for skilled auditors who possess the necessary skills and knowledge to assess and verify their compliance.

Recognizing the paramount importance of conducting effective audits and the methods required for their success, PECB has designed the ISO 22301 Lead Auditor training course. This training course equips you with the knowledge and skills needed to plan and execute audits in accordance with ISO 19011 standards and navigate the certification process as per ISO/IEC 17021-1 requirements. Through dynamic learning experiences, including interactive sessions, comprehensive explanations, practical exercises, and discussions, you will gain profound insights into business continuity management systems and audit techniques.

After completing the training course, you can sit for the exam. After passing the exam, you will earn the internationally recognized "PECB Certified ISO 22301 Lead Auditor" credential, serving as evidence of your professional expertise to audit organizations' compliance with ISO 22301 requirements based on best auditing practices.



Who should attend?

The ISO 22301 Lead Auditor training course is intended for:

- 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 for maintaining conformity with the BCMS requirements in an organization
- Technical experts seeking to prepare for the BCMS audits
- Expert advisors in business continuity management

Course agenda

Duration: 5 days

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

- Training course objectives and structure
- ISO 22301 and other related standards
- Certification process
- Fundamental concepts and principles of business continuity
- Overview of ISO 22301 requirements

Day 2 | Audit principles and the preparation for and initiation of an audit

- Fundamental audit concepts and principles
- The impact of trends and technology in auditing
- Evidence-based auditing
- Risk-based auditing
- Initiation of the audit process
- Stage 1 audit

Day 3 | On-site audit activities

- Preparing for stage 2 audit
- Stage 2 audit
- Auditing the requirements of ISO 22301
- 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
- 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 fully meets the requirements of the PECB Examination and Certification Program (ECP). The exam covers the following competency domains:

Domain 1 | Fundamental principles and concepts of a business continuity management system

Domain 2 | Business continuity management system requirements

Domain 3 | Fundamental audit concepts and principles

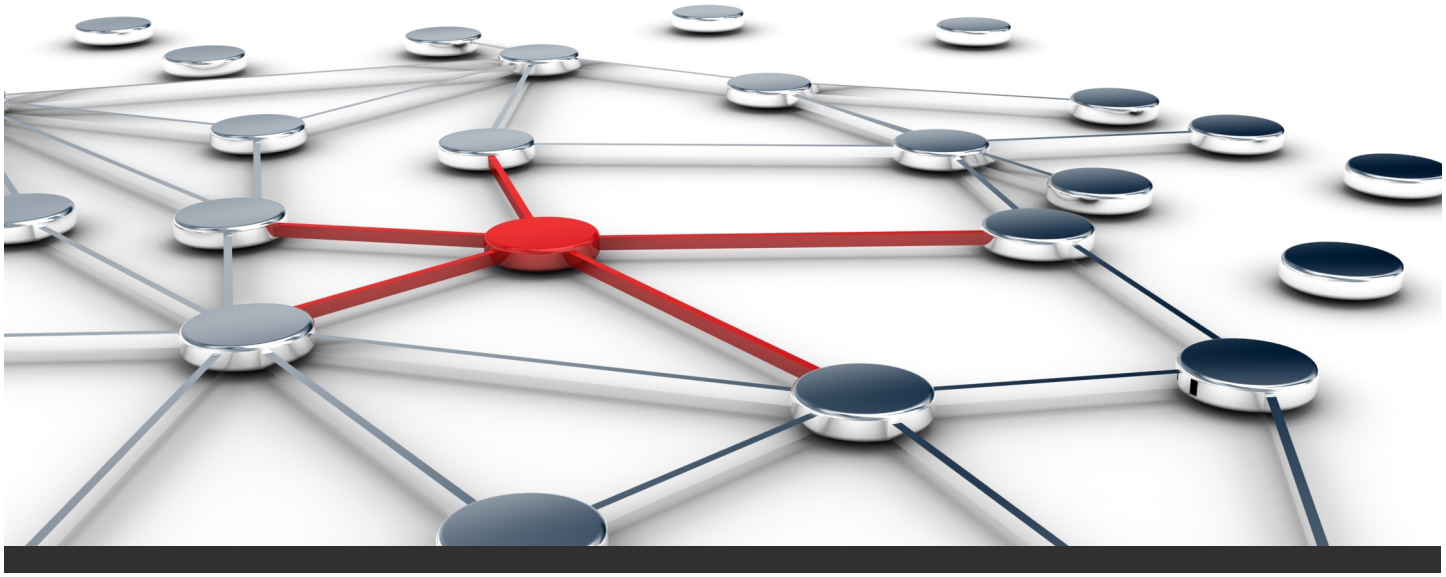
Domain 4 | Preparing an ISO 22301 audit

Domain 5 | Conducting an ISO 22301 audit

Domain 6 | Closing an ISO 22301 audit

Domain 7 | Managing an ISO 22301 audit program

For specific information about the exam type, languages available, and other details, please visit the List of PECB Exams and Exam Rules and Policies.



Certification

After successfully completing the exam, you can apply for one of the credentials shown on the table below. You will receive a certificate once you fulfill all the requirements of the selected credential.

Credential	Exam	Professional experience	MS 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 in business continuity management	Audit activities: at least 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 in business continuity management	Audit activities: at least 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 in business continuity management	Audit activities: at least 1,000 hours	Signing the PECB Code of Ethics

Note: *PECB Certified Individuals who do possess the Lead Implementer and Lead Auditor Credentials are qualified for the respective* ***PECB Master Credential****, given they have taken 4 additional Foundation Exams which are related to this scheme. For more detailed information about the Foundation Exams and the overall Master Requirements, please visit the following link: https://pecb.com/en/master-credentials.*

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

General information

- Certification and examination fees are included in the price of the training course.
- Participants will be provided with training course materials containing over 400 pages of information, practical examples, exercises, and quizzes.
- An attestation of course completion worth 31 CPD (Continuing Professional Development) credits will be issued to the participants who have attended the training course.
- Candidates who have completed the training course but failed the exam are eligible to retake the exam once for free within a 12 month period from the initial date of the exam.