

# PECB Certified ISO 22301 Lead Auditor eLearning Training Course

Master the audit of a business  
continuity management system  
based on ISO 22301

As the world is moving faster than ever, technological developments have rapidly evolved and are redefining, among others, the way we live, learn, and teach. This expansive nature of the internet and technology demands new ways of adapting to this new virtual environment for all of us. As such, the use of new and more efficient instruments for delivering knowledge is continuing to grow across a broad range of industries. In this new world, eLearning has become the tool of choice for learning and teaching worldwide.

That is why we have developed the ISO 22301 Lead Auditor training course in the eLearning format; for you to develop the necessary skills and knowledge to audit a Business Continuity Management System (BCMS) based on ISO 22301, as well as apply widely recognized audit principles, procedures, and techniques, all this from the comfort of your home.





**CAROLINA  
CABEZAS**



**ORLANDO OLUMIDE  
ODEJIDE**



**RINSKE  
GEERLINGS**

## Meet the Trainers

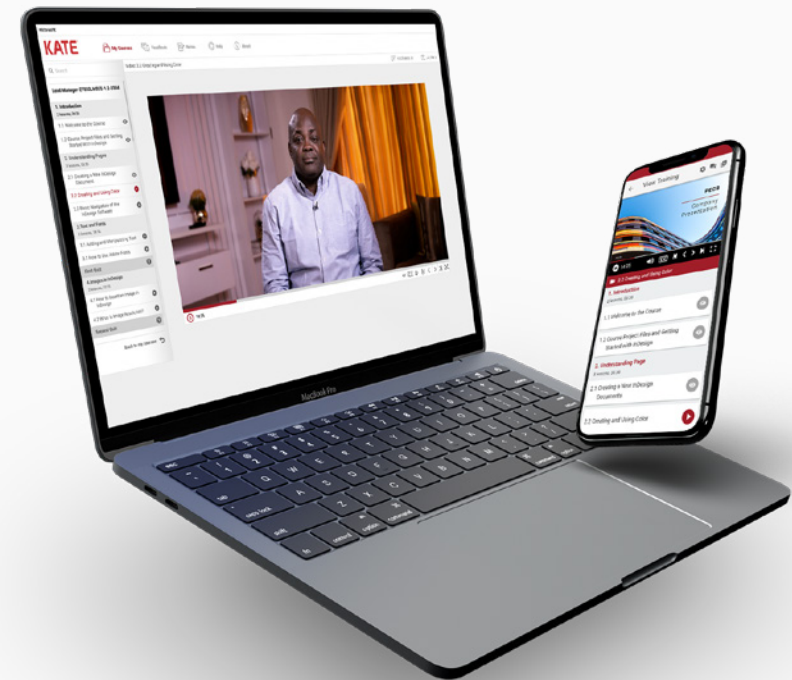
Our eLearning training courses have been catered to meet each individual's needs and have been designed with the aim of transcending spatial and temporal restrictions. Each eLearning training course is delivered by experienced Trainers from all around the world, and is divided into several video sections and subsections. Videos contain animations to support what the trainer is lecturing — the animations correspond to the content provided in in the traditional mode of training. To keep our candidates engaged, we have incorporated quizzes into our eLearning training courses.

# How does the ISO 22301 Lead Auditor eLearning experience look like?

Our ISO 22301 Lead Auditor eLearning training course is delivered on the KATE app. Once logged on using your PECB account, you will gain access to the sections and quizzes of the training course.

In addition to having the training course content in video format, you will also be able to access the regular training course materials format structured in different training course days, with the additional files available in an editable format (depending on the training course, the case study, exercises, and exercise correction key files will also be available).

- ✓ Take the training course
- ✓ Access the materials on KATE
- ✓ Enter the exam at your most convenient date, time, and location via PECB Exams



# How can you benefit from the PECB eLearning experience?



Our eLearning training courses have been designed to meet the needs of diverse learners who have different learning preferences and/or limited time to attend a training course session.

Here are some of the main benefits of the PECB eLearning experience:

- ✓ Both the training course and the examination are conducted fully online. Thus, all you need is an electronic device, internet access, and the KATE application.
- ✓ The training course is available 24/7, so you can adapt your study pace, time, and location to your schedule instead of having to adapt your schedule to the training course.
- ✓ The unlimited access allows you to go back to any section of the training course as needed.
- ✓ Every training course consists of several video sections.
- ✓ This was done with the sole purpose of making the information easy to receive and process.

Simply put, the eLearning training courses are a convenient way to effectively enhance your professional skills. Your virtual classroom now is KATE!

# Why should you attend?

In this training course, you will acquire the knowledge and skills to plan and carry out audits for a BCMS based on ISO 22301 and in compliance with ISO/IEC 17021-1 and ISO 19011 certification process.

In addition, you will have the opportunity to master audit techniques, create and manage an audit program, lead audit teams, communicate with relevant parties, and resolve conflicts.

After attending the training course, you can sit for the exam and apply for a "PECB Certified ISO 22301 Lead Auditor" credential.

# Who should attend?

- ✓ Auditors seeking to conduct certification or internal audits for Business Continuity Management Systems (BCMS) based on ISO 22301
- ✓ Managers or consultants seeking to master a Business Continuity Management System audit process
- ✓ Individuals responsible for maintaining conformance with ISO 22301 requirements
- ✓ Technical experts seeking to prepare for a Business Continuity Management System audit
- ✓ Expert advisors in Business Continuity Management



# Training course structure

## Section 1

- ✓ Training course objectives and structure

## Section 2

- ✓ Standards and regulatory frameworks

## Section 3

- ✓ Certification process

## Section 4

- ✓ Fundamental concepts and principles of business continuity

## Section 5

- ✓ Overview of ISO 22301 requirements

## Section 6

- ✓ Fundamental audit concepts and principles

## Section 7

- ✓ The impact of trends and technology in auditing

## Section 8

- ✓ Evidence-based auditing

## Section 9

- ✓ Risk-based auditing

## Section 10

- ✓ Initiation of the audit process

## Section 11

- ✓ Stage 1 audit

## Section 12

- ✓ Preparing for stage 2 audit

## Section 13

- ✓ Stage 2 audit

## Section 14

- ✓ Communication during the audit

## Section 15

- ✓ Audit procedures

## Section 16

- ✓ Creating audit test plans

## Section 17

- ✓ Drafting audit findings and nonconformity reports

## Section 18

- ✓ Audit documentation and quality review

## Section 19

- ✓ Closing of the audit

## Section 20

- ✓ Evaluation of action plans by the auditor

## Section 21

- ✓ Beyond the initial audit

## Section 22

- ✓ Managing an internal audit program

## Section 23

- ✓ Closing of the training course

# Learning 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 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

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 (BCMS)

**Domain 2:** Business Continuity Management System (BCMS)

**Domain 3:** Fundamental audit concepts and principles

**Domain 4:** Preparation of 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 the Examination Rules and Policies](#).*



# Certification

After successfully passing the exam, you can apply for one of the credentials 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	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 of work experience in Business Continuity 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 Business Continuity 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 Business Continuity Management	Audit activities: a total of 1,000 hours	Signing the PECB Code of Ethics

## General information

- ✓ Certification fees are included in the exam price.
- ✓ Participants will be provided with eLearning training course videos for each section, as well as the conventional 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.

**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](#).

*#BeyondClassrooms*



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