

Exemplar Certified ISO 22301 Audit Course

Course description:

This course provides intensive and accelerated learning in 2 days rather than the traditional 5 days. Since time saved is money saved, this is an ideal course to be conducted in-house for the entire BCMS Audit Team of any organization.

A great deal of this course duration is spent on hands-on audit activities so that by the end of the course, participants would have conducted their first hands-on BCM Audit in a “safe” classroom environment. The exercises simulate a real life on-site audit of BCMS documents such as the BCM policy, BIA, RA, Plans, Exercising and Testing etc. Other than the Documentation Review, the course will also cover interviewing skills related to data collection and establishment of findings, together with role-playing some of the steps involved in planning and managing BCM audits.

Our Trainers for this course typically possess 2-3 certifications in BCM (MBCI, CBCP, ISO 22301 LA etc), and have 5-10 years hands-on experience in both BCM and Audit. This allows them to ensure that this course ends with a real-life audit in a classroom. Many of them have in the past been BCM Heads of organizations. Their calibre and experience is one of our key differentiators.

This course entitles you to 16 CPE credits.

Learning Objectives:

After completing this course, participants will be able to:

- Plan and conduct audits in line with principles of the ISO 22301:2019
- Manage successful audit communication, interviews, meetings and daily updates
- Identify non-conformities, articulate and present audit findings and audit opinions
- Conduct opening, closing, and follow-up audit meetings
- Understand what it takes to write a succinct audit report
- Demonstrate competence by passing the exam held on the last day of the course

Who should attend:

- All Business Continuity professionals and those from other functions involved in the process of BCM Audit, Self-Assessment, Maintenance and Improvement in their or other areas.
- Professionals from all 3 levels (Strategic, Tactical and Operational).
- Internal and External Auditors responsible for auditing the effectiveness of the BCMS, and Lead Auditors/Auditors responsible for other Management Systems, interested in understanding more about the BCMS Audit.
- In-house teams involved in BCM (the BCM team, the Audit team, Departmental BC Coordinators etc.).

For further information please email us at info@continuityandresilience.com

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