ISO 22301:2012 BUSINESS CONTINUITY MANAGEMENT SYSTEMS LEAD AUDITOR TRAINING COURSE

COURSE DESCRIPTION

This course is certificated by the Chartered Quality Institute (CQI) and International Register of Certificated Auditors (IRCA). CQI/IRCA Course Certification Number, 1756 - PR 311.

The objective of this course is to equip delegates with the knowledge and skills required to perform audits of BCMS against ISO 22301:2012 in accordance with ISO 19011 and ISO 17021, as applicable.

COURSE CRITERIA
UPON COMPLETION OF THIS COURSE, LEARNERS WILL BE ABLE TO:

- Describe the purpose and business benefits of a BCMS, of BCMS standards, of management system audits and third-party certification

- Explain the role of an auditor to plan, conduct, report and follow up a BCMS audit to ISO 22301:2012 in accordance with ISO 19011:2018 guidelines and ISO/IEC 17021 -1:2015 and ISO 17021-6:2014 where appropriate

- Plan, conduct, report and follow up an audit of a BCMS to establish conformity with ISO 22301:2012 and in accordance with ISO 19011 and ISO/IEC 17021 where appropriate

Learners will need to demonstrate acceptable performance in these areas to complete the course successfully.

PRIOR KNOWLEDGE

Before starting this course, learners are expected to have the following prior knowledge of the:

- Requirements of ISO 22301:2012

- Following business continuity management (BCM) principles and concepts:

  - the purpose and benefits of a business impact analysis;

  - the principals of risk assessment and analysis;

  - typical business continuity strategies;

  - business continuity response options;

  - BCMS performance metrics, monitoring and performance measurement;

  - exercise and testing methodologies.

SGS ACADEMY

🌐 www.sgs.com/en/training-services
📘 www.facebook.com/sgsglobalacademy
💼 www.linkedin.com/showcase/sgsacademy
✉ training@sgs.com

COURSE DURATION: 40 hours
DELIVERY METHODOLOGY: VILT
COURSE LANGUAGE: English
ACCREDITATION: CQI/IRCA

COURSE CERTIFICATION

Learners who pass both the examination and continuous assessment will be issued with a "Certificate of Achievement" that satisfies the formal training for an individual seeking certification as an CQI / IRCA auditor/lead auditor. The "Certificate of Achievement" is valid for a period of five years from the date of the last day of the course for the purpose of certifying as an auditor with the CQI / IRCA. Learners who do not pass the continuous assessment and have been in attendance for the full duration of the course will be issued with a "Certificate of Attendance".

Certified by:

CQI | IRCA
CERTIFIED COURSE

SGS

COURSE CONTENT

VILT SESSION 1

- Introduction to business continuity management (BCM)
- Activities

VILT SESSION 2

- Process-based BCMS

VILT SESSION 3

- Accreditation, certification and auditor competence
- Audits: definition, priciples and types
- Activities

VILT SESSION 4

- Audit planning
- Preparing for the on-site audit (audit stage 1)
- Activities

VILT SESSION 5

- Developing a checklist
- Conducting the on-site audit (audit stage 2)
- Audit review
- Role play

VILT SESSION 6

- Audit reporting and follow-up
- Activities

VILT SESSION 7

- Case study
- Role play

VILT SESSION 8

- Specimen examination
- Case study

VILT SESSION 9

- Case study presentations

VILT SESSION 10

- Case study presentations

1 DAY FACE TO FACE (CLASSROOM BASED WITHIN 180 DAYS OF COURSE START DATE)

- Morning content refresher
- Afternoon final examination

WHEN YOU NEED TO BE SURE

SGS