€TRAINING

ISO BCMS 22301 Lead Auditor

9 - 13 December 2024
London (UK)

ISO BCMS 22301 Lead Auditor

REF: A1971 DATE: 9 - 13 December 2024 Venue: London (UK) - Fee: 5300 Euro

Introduction:

This program is designed to prepare participants for the certification exam only.

The ISO 22301 Lead Auditor Training Program provides comprehensive training on auditing Business Continuity Management Systems BCMS in accordance with the ISO 22301 standard. It empowers participants with the skills and knowledge needed for effective BCMS auditing.

Program Objectives:

At the end of this program, participants will be able to:

- Understand and interpret the requirements of ISO 22301.

- Plan, conduct, and report on audits of a BCMS effectively.

- Identify non-conformities and recommend appropriate corrective actions.

- Communicate audit findings clearly to stakeholders.

- Promote continuous improvement within the BCMS framework.

- Control an ISO 22301 auditing program.

- Prepare for the certification exam.

Targeted Audience:

- Business continuity managers and coordinators.

- Internal auditors and audit team members.

- Risk management professionals.

- Consultants and advisors in business continuity.

- Senior managers and executives responsible for governance and compliance.

Program Outline:

Unit 1:

Introduction to ISO 22301 and Business Continuity Management Systems BCMS:

- Overview of ISO 22301 standards and their significance.

- Key concepts and principles of Business Continuity Management BCM.

- Benefits of implementing a BCMS in organizations.

- Structure and clauses of ISO 22301.

- Relationship between ISO 22301 and other ISO standards.

Unit 2:

Planning the Audit:

- Understanding the audit process and its objectives.

- Preparing an audit plan and defining the scope of the audit.

- Identifying and gathering necessary documentation and resources.

- Risk-based approach to auditing and its importance.

- Developing an audit checklist and determining audit criteria.

Unit 3:

Conducting the Audit:

- Techniques for effective data collection and interviewing.

- Evaluating evidence and identifying non-conformities.

- Recording audit findings and maintaining audit trail.

- Communicating effectively with auditees and stakeholders.

- Ensuring objectivity and independence during the audit process.

Unit 4:

Reporting the Audit:

- Preparing clear and concise audit reports.

- Summarizing audit findings and providing recommendations.

- Reviewing and validating audit conclusions with auditees.

- Presenting audit results to top management.

- Ensuring compliance with ISO 22301 reporting requirements.

Unit 5:

Follow-up and Continuous Improvement:

- Developing corrective action plans for identified non-conformities.

- Monitoring and verifying the implementation of corrective actions.

- Conducting follow-up audits to ensure continuous improvement.

- Utilizing audit findings to enhance the BCMS.

- Encouraging a culture of continuous improvement within the organization.

- Preparartion for the certification exam.

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