

Business Continuity Management System Course Synopsis

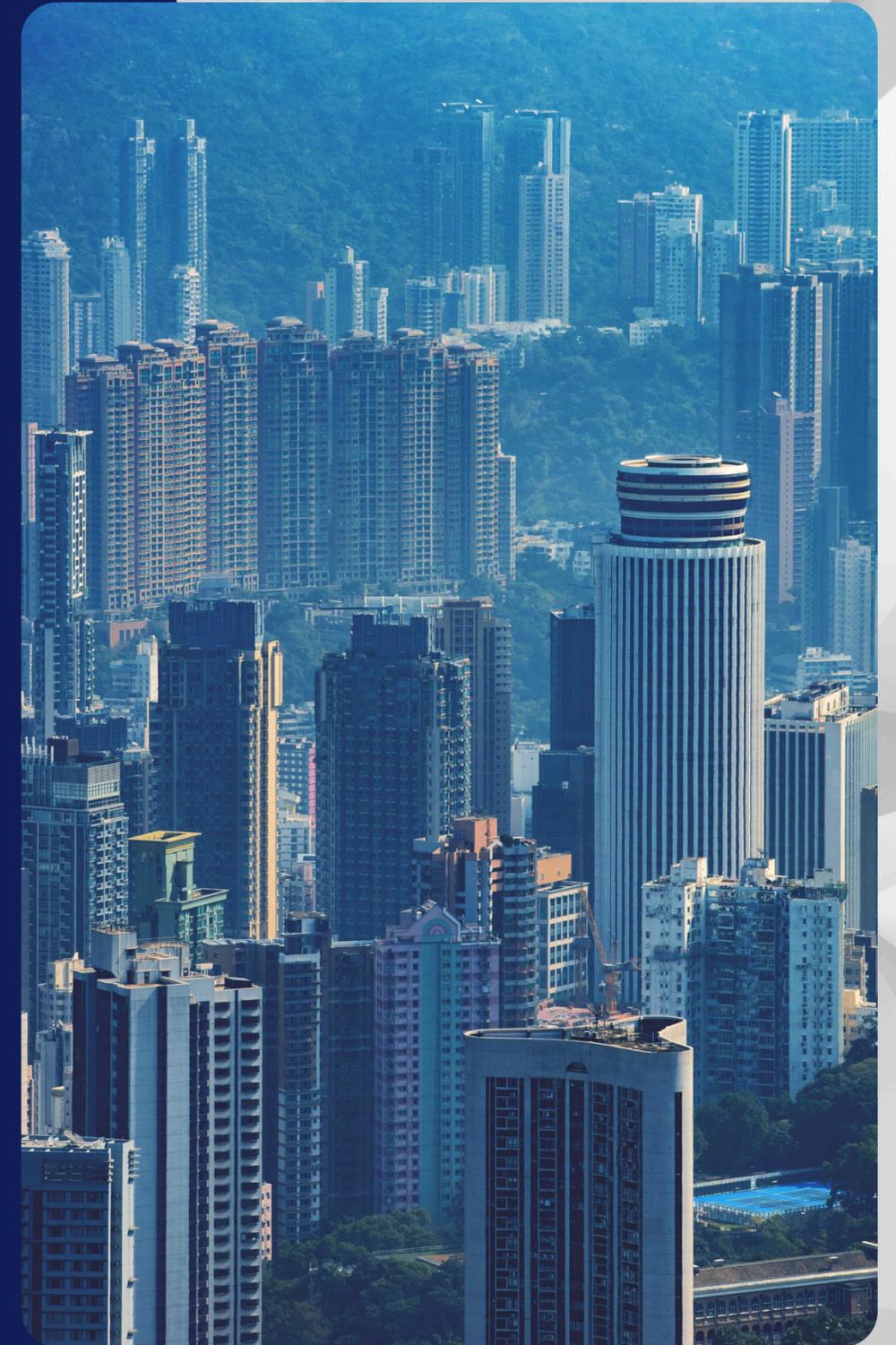
ISO 22301 LEAD AUDITOR



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OVERVIEW

The ISO 22301:2019 Lead Auditor course equips professionals with the knowledge and practical skills to plan, conduct, report, and lead Business Continuity Management System (BCMS) audits in accordance with ISO 22301, ensuring organizational resilience, compliance, and continual improvement.

QUALITY STATEMENT:

We are committed to provide our customers with excellent services that exceed their expectations by continually improving our business strategy, processes, systems, personnel and environment at all time

KEY OBJECTIVES

- Master ISO 22301 Audit Principles: Develop a thorough understanding of ISO 22301 requirements and auditing principles needed to evaluate a Business Continuity Management System (BCMS).
- Plan and Conduct Effective BCMS Audits: Acquire the practical skills to plan, perform, report, and follow up on internal and external BCMS audits in line with international best practices.
- Support Organizational Resilience & Compliance: Enable organizations to strengthen business continuity processes, ensure regulatory compliance, and drive continual improvement through effective audit leadership.



WHAT YOU WILL LEARN

In this ISO 22301 Lead Auditor course, you will learn how to interpret ISO 22301 requirements, plan and conduct effective BCMS audits, gather and evaluate audit evidence, report nonconformities, and support continual improvement to strengthen organizational resilience and compliance.

FUNDAMENTALS OF ISO 22301 AND BCMS AUDITING

Understand ISO 22301:2019 requirements, BCMS principles, and the PDCA cycle to evaluate organizational resilience. Learn how business continuity fits into risk management and prepares you for effective auditing.

AUDIT PRINCIPLES, PREPARATION AND EXECUTION

Master audit planning, evidence gathering, and stakeholder engagement using ISO 19011 guidelines. Gain practical skills to perform internal and external BCMS audits and evaluate compliance effectively.

REPORTING, FOLLOW-UP AND LEAD AUDITOR COMPETENCE

Develop skills to write clear audit findings, lead closing meetings, and manage corrective actions for continual improvement. Build leadership, communication, and team-coordination abilities required of a certified Lead Auditor.

TARGET AUDIENCE



BCMS Consultants



Business Continuity Auditors

Certification Body Auditors



Risk and Compliance Managers

Senior Managers & Department Heads

Professionals Preparing for
Certification



COURSE STRUCTURE

The 5-day ISO 22301 Lead Auditor course is structured to progressively build competence, starting with foundational BCMS concepts and ISO 22301 requirements, followed by audit planning and execution, reporting and corrective actions, and concluding with certification processes and lead auditor competency development.

Module 1

Introduction to BCMS & ISO 22301 Requirements

Module 2

Audit Principles & Planning

Module 3

Conducting the BCMS Audit

Module 4

Audit Reporting & Corrective Actions

Module 5

Certification Process & Lead Auditor Competence

TRAINING METHODOLOGY



COURSE MATERIALS

All participants receive comprehensive course materials, including detailed manuals, practical exercises, case studies, and reference guides to support learning and exam preparation



ASSESSMENTS

Participants complete interactive assessments to test their understanding, reinforce key concepts, and ensure readiness for certification



HANDS-ON LABS

Participants gain practical experience through hands-on labs, applying concepts in real-world scenarios to reinforce learning and build confidence



CERTIFICATION

Participants complete interactive assessments to test their understanding, reinforce key concepts, and ensure readiness for certification

TRAINING DELIVERY



Training Heights offers both Virtual (Online) and Physical (Classroom) training sessions, giving learners the flexibility to choose the learning format that best suits their schedule, location, and learning preference



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