



bci Leading the way
to resilience

Find out more: www.thebci.org

BCI Certification & Training

For business
continuity and
resilience
professionals



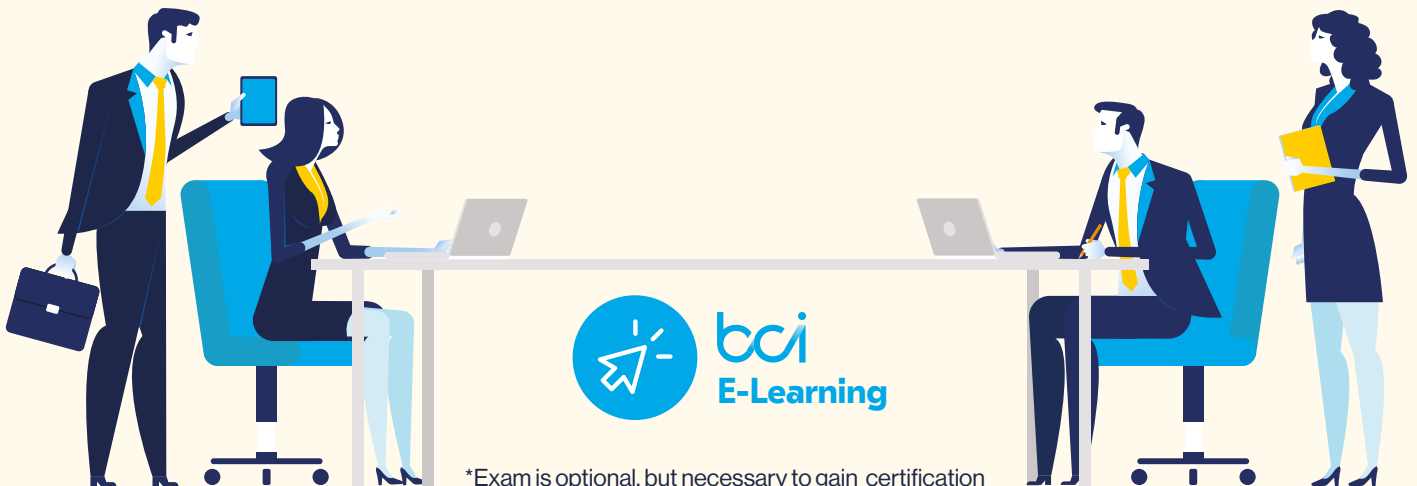
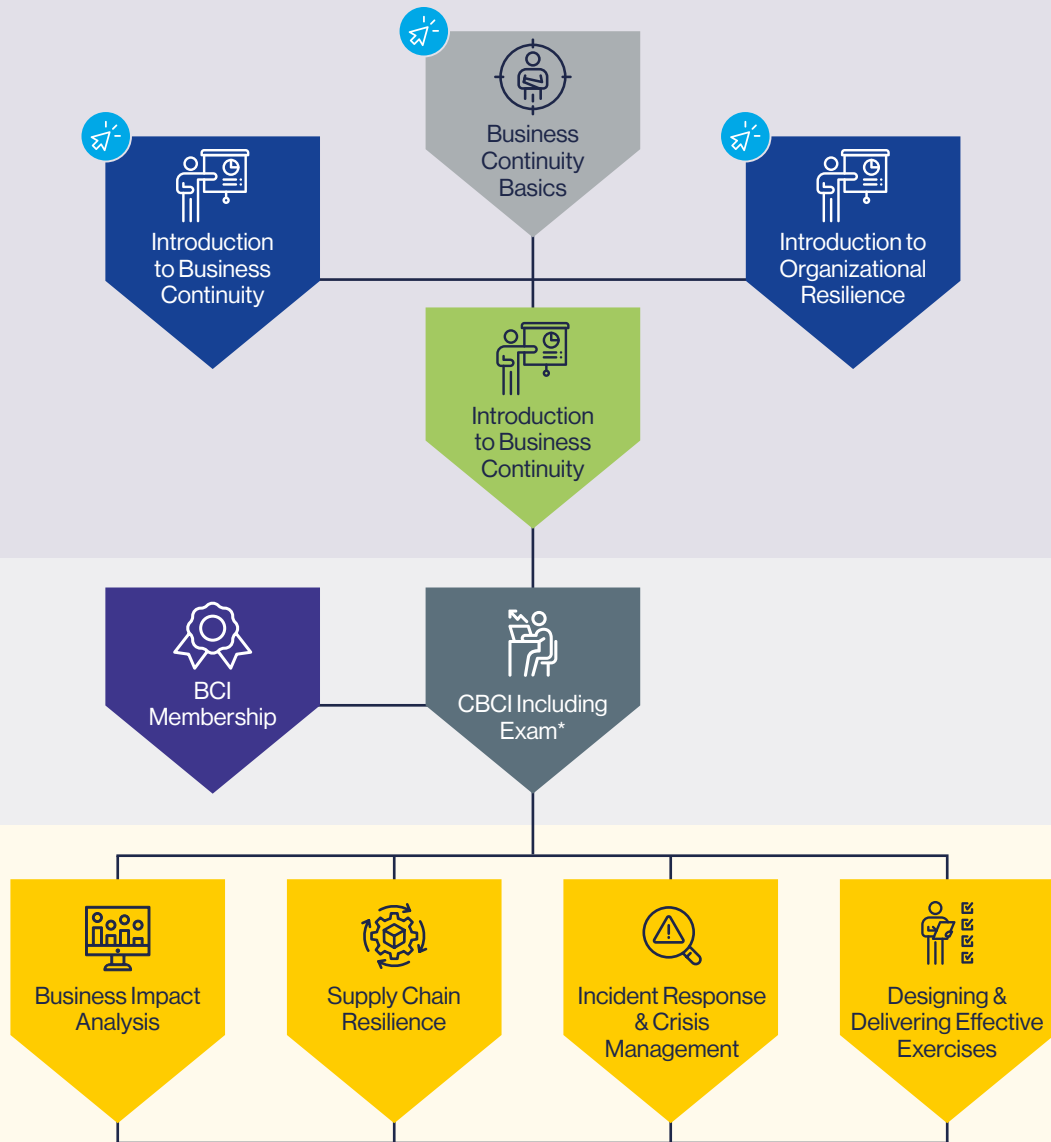
Your journey through BCI Certification & Training



Introductory

Certification

Specialisms



*Exam is optional, but necessary to gain certification

Introductory Courses

Introduction to Business Continuity
(E-Learning)



Introduction to Business Continuity
(1-Day Tutor Led Course)



Business Continuity Basics
(E-Learning)



Introduction to Organizational Resilience
(E-Learning)



Business Continuity Basics



This E-Learning course offers you a concise, **30-minute** introduction to the fundamental principles and concepts of business continuity. It is crafted to foster an understanding of the discipline and to stimulate thought about the application of business continuity in your role or organization. This course is ideal for beginners in business continuity, newcomers, and managers who have an interest in the field.

Course Features

- Concepts and terminology explained in non-jargon, plain English
- Animated videos
- Interactive scenarios and questions to get you thinking
- Real-world case studies to get you thinking about your own organization

By the end of the course, you will be able to:

- Understand the key business continuity concepts and terminology in plain English
- Appreciate why business continuity is important to organizations and the benefits it brings
- Start thinking about some of the incidents that could impact your organization



You will receive 1 CPD hour and a Certificate of Attendance from the BCI on successful completion of the course.



Purchase this E-Learning course.

Introduction to Business Continuity



This E-Learning course is designed to introduce you to the essentials of business continuity in just **3-4 hours**. Whether you are tasked with developing a business continuity management system or simply need to understand how to bolster business continuity within your organization, this course is tailored to meet your needs.

This course is for practitioners/managers who have been entrusted with business continuity responsibilities and are eager to grasp the fundamentals of a business continuity management system (BCMS). It's also an excellent resource for internal auditors tasked with overseeing business continuity audits.

What the course covers:

- The course is based on the Good Practice Guidelines (GPG) 7.0 edition and contains six modules based on the updated Professional Practices (PP):
- Module one: Introduction
- Module two: Establishing a BCMS (PP1) and Embracing (PP2)
- Module three: Analysis (PP3)
- Module four: Solutions Design (PP4)
- Module five: Enabling Solutions (PP5)
- Module six: Validation (PP6)

By the end of the course, you will be able to:

- Understand the key business continuity concepts and terminology
- Appreciate why business continuity is of importance to organizations and the benefits it brings
- Be able to explain the basics of business continuity to others, allowing you to become a positive influencer and support business continuity within your organization
- Build an action plan to help you start applying business continuity in your organization straight away, whatever your role.



You will receive 4 CPD hours and a Certificate of Attendance from the BCI on successful completion of the course.



Purchase this E-Learning course.

Introduction to Organizational Resilience

This E-Learning course, spanning **3-4 hours**, is crafted to introduce you to a fundamental understanding of organizational resilience. It offers a hands-on approach, enabling you to strengthen your existing skills and knowledge, and empowers you to play an active role in the growth and improvement of resilience capabilities within your organization.

This course is designed for practitioners/managers who have some responsibilities in organizational resilience and wish to gain awareness of business continuity.

What the course covers:

- Module one: organizational resilience principles
- Module two: organizational resilience and business continuity
- Module three: the importance of collaboration
- Module four: the attributes of organizational resilience

By the end of the course, you will be able to:

- Explain the concept and importance of organizational resilience to your colleagues
- Become a positive influencer, building resilience by supporting the collaborative effort between professional disciplines within your organization
- Demonstrate how organizational resilience can be developed and improved through the application of sound practices
- Reflect on how you can apply your knowledge to your own organization.



Purchase
this E-Learning
course.



You will receive 4 CPD
hours and a Certificate
of Attendance from
the BCI on successful
completion of
the course.

Introduction to Business Continuity Course



You will receive 8 CPD hours on successful completion of the course.

This course equips you with the fundamental knowledge and understanding necessary to establish or sustain a BCMS.

This **one-day** course serves as an introductory step if you are new to the field of business continuity, individuals aspiring to build a career in this domain, and those whose roles or responsibilities encompass aspects of business continuity and require a solid grasp of the subject.

The course includes slides and a Student Workbook and is aligned to the Good Practice Guidelines (GPG) 7.0 edition as well as current international standards in business continuity.



View the BCI training calendar.

What the course covers:

- What is business continuity?
- An Introduction to the BCMS
- Establishing a BCMS
- Embracing Business Continuity
- Analysis
- Solutions Design
- Enabling Solutions
- Validation

By the end of the course, you will be able to:

- Explain the key elements of establishing a BCMS.
- Examine the importance of organizational culture and the benefits of embracing business continuity.
- Describe the three types of Business Impact Analysis (BIA) and Risk Assessment (RA).
- Explain the purpose of business continuity solutions design.
- Examine key elements of enabling solutions and implement the principles of business continuity plans.
- Explain validation by reviewing the exercising, maintenance and review phases.



Certification Course



CBCI 7.0
Certification
Course



CBCI 7.0
Exam



The CBCI course is available to be delivered through:

- 3-5 day option via our Licensed Training Partners (LTP's) - view our up to date calendar on our website to see available course dates across the globe
- 6 week online course

CBCI 7.0 Certification Course

The CBCI 7.0 Certification Course teaches you the fundamental knowledge required to integrate a business continuity management system into your organization and it lays a robust foundation for a career in business continuity and resilience.

This course is designed for individuals who have business continuity responsibilities within their organization or those aspiring to carve out a career in this industry.

By the end of the course, you will be able to:

- Exhibit a broad spectrum of foundational knowledge and comprehension of the best practices in the development and implementation of business continuity plans.
- - Showcase a fundamental understanding and knowledge of business continuity practices as delineated in the Good Practice Guidelines 7.0 edition.
- Upon successful completion of the CBCI Exam, you qualify for BCI Membership, with the first year's membership fee waived. You will be granted the CBCI post-nominal and an electronic credential.
- This credential can be displayed in your email signature or LinkedIn profile to highlight your knowledge, expertise, and dedication to professional development. It serves as an excellent means to set yourself apart from colleagues, clients, and potential employers.
- Join the BCI's global community and gain access to a plethora of benefits. These include BCI Mentoring, exclusive content only available to members, discounted rates on conferences and IWG facilities, along with networking opportunities through our Chapters and Special Interest Groups.



You will receive 32 CPD hours on successful completion of the course.



View the BCI training calendar.



CBCI Exam

To obtain your CBCI Certification, and post-nominals, as well as gain access to BCI Membership, you are required to take and pass the CBCI Exam, which is based on the BCI's Competency Framework and the Good Practice Guidelines (GPG) 7.0 edition. The exam is a **90-minute** test comprising 90 multiple-choice questions and is conducted online at a time that suits you. All you need is a stable internet connection and a webcam for proctoring purposes.



Visit the BCI website
and download the Candidate
Information Pack for more
information on the
CBCI Exam.

Specialism Courses

Business
Impact
Analysis



Incident
Response & Crisis
Management



Supply Chain
Resilience



Designing and
Delivering
Effective Exercises

Business Impact Analysis Course

This course provides you with in-depth insight of Business Impact Analysis (BIA), which serves as a pivotal tool for examining an organization and forming an integral part of the Analysis phase within the BCMS.

Through this course you will learn to facilitate a comprehensive review and evaluation of an organization, enable the identification of the objectives, operational mechanisms, and the limitations imposed by the operating environment.

This immersive **two-day course** is equipped with a complete set of course slides and a Student Workbook, and it is aligned to the Good Practice Guidelines (GPG), as well as international standards in business continuity.

What the course covers:

- Concepts of BIA
- Types of BIA
- BIA methods
- How to use the consolidated BIA to inform the Solution Design stage of the BCMS

By the end of the course, you will be able to:

- Understand and apply the different methods available to conduct a BIA
- Gather comprehensive insights from an organization to design the most suitable business continuity solutions.

Who is the course for?

- Professionals familiar with business continuity and looking to undertake their first BIA or improve on an existing one.
- Recommend to professionals who have read the GPG 7.0 edition and/or for BCI Members with grade of AMBCI or up.



View the
BCI training
calendar.



You will receive
16 CPD hours
on successful
completion of
the course.

Supply Chain Resilience Course

In recent years, supply chains have become increasingly complex and the importance of building supply chain resilience has become paramount for the prosperity of any organization.

This course provides you with a fundamental understanding of supply chain management and the integration of resilience measures, thereby enhancing business robustness.

This comprehensive **one-day or two-day course** is equipped with course slides and a Student Workbook - aligns with the Good Practice Guidelines (GPG) as well as international standards in business continuity.

What the one-day course covers:

- Supply chain and risks
- What is outsourcing
- How and where supply chain management fits into the different stages of the BCMS

By the end of the one-day course, you will be able to:

- Understand the different tiers of supply chain continuity management
- Embrace supply chain into your BCMS
- Understand the process of outsourcing
- Identify potential supply chain issues
- Validate your supply chain operations

Who is the one-day course for?

- Professionals familiar with business continuity and looking to influence how supply chain resilience is delivered or improved.
- Recommend to professionals who have read the GPG 7.0 edition and/or for BCI Members with grade of AMBCI or up.



You will receive
8 CPD hours
on successful
completion of the
one-day course.



View the
BCI training
calendar.



What the two-day course covers:

- The advanced course gives considerable detail on how to fully collaborate and engage with the operation and those responsible for creating contracts and service level agreements specifically for “priority suppliers” identified in the business impact analyses.
- The course references the supply chain business continuity management international standard ISO TS 22318.

By the end of the two-day course, you will be able to:

- Understand how a cohesive approach to BC and supply chain resilience increases overall resilience.
- How BC and supply chain resilience can be operationalised through a programme/project approach.
- How the procurement professionals culture needs to embrace BCM by embedding new standard operating practices that offer a collaborative cohesive outcome.
- How the procurement professionals can be encouraged to see resilience as a value adding investment in service level agreements.



You will receive 8 CPD hours on successful completion of the two-day course.

(16 CPD hours for day one and day two combined)



View the BCI training calendar.

Who is the two-day course for?

- The second day of this training course is designed for those tasked with managing business continuity management whose role requires them to collaborate with operational staff and those empowered to commit the organization into a commercial contract (procurement professionals).

Please note:

There is no option to attend the second day only.



Incident Response and Crisis Management Course

This course offers in-depth insight into the development and implementation of an incident response framework and crisis management capability. It delves into the core concepts and principles of incident and crisis management, providing insights into the application of various tools and techniques for anticipating and assessing incidents.

The course further highlights the critical activities, roles, and responsibilities that underpin effective incident and crisis management.

This **two-day course** is inclusive of course slides and a Student Workbook and aligns with the Good Practice Guidelines (GPG), as well as current international standards in business continuity.

What the course covers:

- Crisis management concepts and framework
- Anticipate, assess, and prevent
- Prepare – response structure
- Prepare – tools and resources
- Prepare – crisis management plan
- Response and recovery
- Continual improvement

By the end of the course, you will be able to:

- Build and deliver crisis management capability for your organization using an established best practice framework
- Appreciate the relationships between problem, incident, business continuity and crisis management
- Develop an understanding of the principles, strategies and techniques of incident response and crisis management
- Use the tools and acquire know-how to prepare, implement and maintain a crisis management plan

Who is the course for?

- Professionals who are already familiar with the BCMS and are looking to implement structured processes for responding to, and managing incidents.
- The course is likely to have a mixture of senior executives with direct responsibilities on crisis management teams and those who are responsible for developing crisis management plans but do not have direct responsibilities in the crisis management team.



View the
BCI training
calendar.



You will receive
16 CPD hours
on successful
completion of
the course.

Designing and Delivering Effective Exercises Course

This **two-day course** is designed to equip you with the knowledge and skills to design, facilitate, and report on exercises for crisis, emergency, and business continuity management programmes.

The course is meticulously structured and aligned to the Good Practice Guidelines (GPG), as well as to current international standards in business continuity. It includes course slides and a Student Workbook.



View the
BCI training
calendar.



You will receive
16 CPD hours
on successful
completion of
the course.

What the course covers:

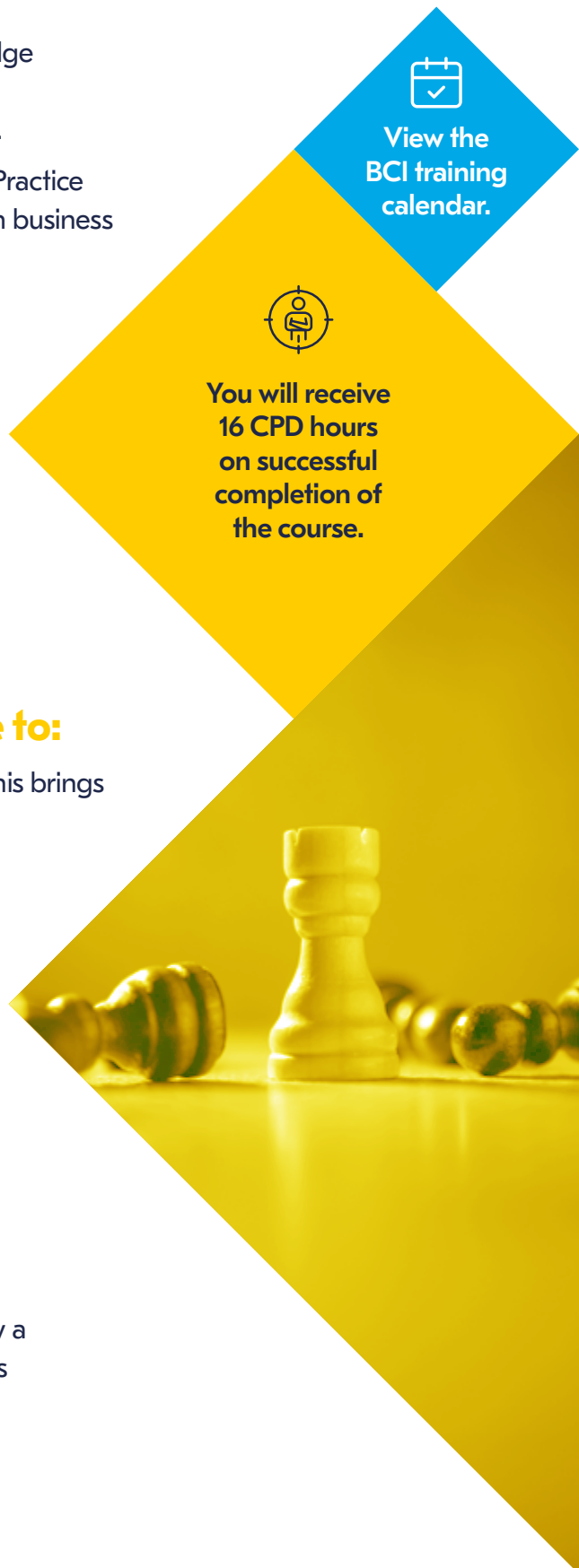
- The value of exercise programmes
- Exercise design
- Exercise scenario
- Exercise preparation
- Exercise delivery and reporting

By the end of the course, you will be able to:

- Appreciate the rationale for validating plans and the value this brings
- Apply good practice to exercise programmes
- Select appropriate exercise aims, objectives and formats
- Explore the development of realistic scenarios to engage participants and achieve the aim
- Understand how to resource and co-ordinate delivery
- Carry out post exercise evaluations and report lessons
- Leave with an exercise concept that can be delivered within the organization

Who is the course for?

- This course requires a comprehensive understanding of how a organization works, as well as a basic knowledge of business continuity and to have the read the GPG 7.0 edition.
- The CBCI credential or AMBCI is preferred and will ideally be business continuity professionals who are mid-level practitioners and/or senior managers.



Find out more: www.thebci.org

Contact Us

Contact our team on education@thebci.org for any enquiries

For any training enquiries, you can also get in touch with us via [this form](#)

For any corporate enquiries, you can get in touch with us via [this form](#)

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