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CBCI Business Continuity - Good Practice Guidelines with 100% Complete Solutions

BC ISO Standard - ANSWER ISO 22301:2019

How does the BCI Guarantee ISO compliance? - ANSWER The links to ISO are interwoven within the Professional Practices

How many Professional Practices are in the Good Practice Guidelines? - ANSWER 6

What are the 6 Professional Practices? - ANSWER 1. Establishing a BCMS

2. Embracing Business Continuity

3. Analysis

4. Solutions Design

5. Enabling Solutions

6. Validation

What are the three types of Business Continuity Plans? - ANSWER 1. Strategic

2. Tactical

3. Operational

What 3 types of the events can necessitate the activations of a Response Plan? - ANSWER 1. Crisis

2. Disruption

3. Emergency

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BCI CBCI Exam Syllabus Topics:

Topic	Details
Topic 1	Analysis This module dives into the analytical stage, focusing on tools such as Business Impact Analysis (BIA) and risk assessment to identify critical functions and vulnerabilities—essential for understanding what the organization must protect and why.

Topic 2	• Policy and Programme Management and Embedding: This part guides users through establishing a Business Continuity Management System (BCMS), including how to craft governance, define a policy, and embed these elements into the fabric of an organization for long-term sustainability.
Topic 3	• Design: Here, learners explore how to translate analysis into strategic plans by developing continuity designs that mitigate identified risks, ensuring critical operations remain functional or can be quickly restored during disruptions.
Topic 4	• Validation: This final module emphasizes testing and verifying the effectiveness of implemented plans through exercises and reviews—ensuring that what was designed and implemented actually performs as intended under real-world conditions.

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BCI Certificate of the Business Continuity Institute (CBCI) Sample Questions (Q67-Q72):

NEW QUESTION # 67

The time period defined by the Recovery Time Objective (RTO) should always be less than which of the following?

- A. The Minimum Business Continuity Objective (MBCO)
- B. The Recovery Point Objective (RPO)
- **C. The Maximum Tolerable Period of Disruption (MTPD)**
- D. The standard timeline set by the organization's customer services charter

Answer: C

Explanation:

The RTO represents the maximum acceptable time to restore activities following disruption, and it must always be shorter than the Maximum Tolerable Period of Disruption (MTPD), which is the absolute limit before unacceptable impacts occur. The CBCI 7.0 course explains that this ensures recovery efforts occur within tolerable timeframes, preventing critical losses. The RPO concerns data restoration points and is not a time period comparison. The MBCO relates to minimum acceptable outputs and is not a time-based measure.

Reference: CBCI 7.0 Study Guide, Module 3: Recovery Objectives, pages 57-60.

NEW QUESTION # 68

One of the steps in the risk management process is to establish the risk treatment required. The purpose of risk treatment is to:

- A. Ensure that regular updates on the current status of the risk are presented to top management
- B. Ensure that a named person within the organization takes responsibility for the monitoring and management of the risk
- C. Calculate a risk score based on the combination of the likelihood of the risk occurring and the consequences of this happening
- **D. Mitigate each risk identified by reducing the likelihood of the risk occurring or by lowering the impact of disruption**

Answer: D

Explanation:

Risk treatment is a fundamental phase within the risk management process, focusing on how identified risks will be managed to reduce their potential impact or likelihood. The CBCI 7.0 course clarifies that risk treatment involves selecting and implementing

measures to either prevent risks from occurring or to minimize their adverse effects on the organization. This step is critical to building resilience, as it directly influences the mitigation of unacceptable risks that could disrupt key business activities. While assigning responsibility, scoring risks, and reporting are important supporting actions, the core purpose of risk treatment is to apply controls and strategies that reduce risk exposure effectively, thereby enhancing continuity readiness.
Reference:CBCI 7.0 Study Guide, Module 3: Risk Management and Risk Treatment, pages 50-53.

NEW QUESTION # 69

For a strategic response team to be effective, its members should have:

- A. Ability to identify commercial opportunities in adverse situations
- **B. Decisiveness and the ability to make decisions quickly**
- C. Skill in coordinating resources, operations and suppliers
- D. A detailed understanding of each requirement set out in Business Continuity plans

Answer: B

Explanation:

Strategic response teams play a crucial role in managing crises by making timely, high-level decisions that guide the organization's overall continuity response. The CBCI 7.0 course emphasizes that decisiveness and rapid decision-making are essential qualities for such teams, as delays can exacerbate disruptions and increase impacts. While coordination skills and understanding of Business Continuity plans are important, the strategic team must prioritize swift, confident decisions to steer operational teams and allocate resources effectively during dynamic and stressful situations. Identifying commercial opportunities is beneficial but secondary to ensuring continuity and stability.

Reference:CBCI 7.0 Study Guide, Module 2: Response Structures and Roles, pages 80-83.

NEW QUESTION # 70

In order to ensure that priority is given to activities with the shortest Recovery Time Objectives (RTOs), strategies can:

- A. Include relevant extracts from the Business Impact Analysis (BIA)
- B. Identify workarounds for all activities other than those with short RTOs
- C. Include a risk assessment to identify the best treatment option
- **D. Highlight activities with short RTOs by categorising strategies by timeframe**

Answer: D

Explanation:

The CBCI 7.0 course highlights that categorizing strategies by timeframe is an effective method to ensure focus on activities with short RTOs. This approach visually and operationally segments recovery strategies, allowing the organization to prioritize resources and actions that address the most time-critical functions first.

Including BIA extracts supports understanding but is insufficient on its own. Risk assessments inform treatment choices but do not inherently prioritize by RTO. Workarounds for non-priority activities are useful but are a secondary measure after prioritization. Categorizing by recovery time frames aligns operational focus with impact tolerances.

Reference:CBCI 7.0 Study Guide, Module 5: Solutions Development, pages 91-94.

NEW QUESTION # 71

When developing a new response structure, how should the Business Continuity professional proceed where a pre-existing structure is already in place?

- A. All previous personnel and plans should be adopted without change in order to ensure continuity of approach, streamlining of costs and to encourage team members to embrace Business Continuity
- B. Personnel with existing roles should automatically be provided with senior roles in the new structure and provided with authority to change the new solutions that have been agreed by drawing on their previous experience
- C. All pre-existing teams and plans should be stood down immediately to prevent confusion or mixed loyalties as the new structure and plans are developed
- **D. Teams and roles responsible for pre-existing plans should be assessed and, where appropriate, aligned and incorporated into the new structure with training provided**

Answer: D

The CBCI 7.0 course recommends a pragmatic approach where existing teams and roles are evaluated and, where appropriate, integrated into the new response structure. This ensures continuity, leverages existing expertise, and minimizes disruption. Providing training helps align personnel with new expectations and structures, supporting a smooth transition. Immediate disbanding risks loss of knowledge and confusion, while uncritical adoption or automatic promotion can entrench outdated practices or create governance challenges. Careful assessment and deliberate integration preserve organizational memory while enabling improvement.

Reference: CBCI 7.0 Study Guide, Module 2: Response Structures and Governance, pages 78-81.

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