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CBCI EXAM Questions & Answers 100% Correct!

What does the business continuity policy do - ANSWERIt sets out the purpose, scope and governance of the business continuity programme

If an organisation doesn't have any business continuity capacity - ANSWERGet an interim structure and plan in place

The BCP should be what - ANSWERShort, precise and to the point

Business Continuity should include - ANSWERDefinition for use,
Objectives and scope
Roles and responsibilities
Legals and standards
Identification of interested parties
Measurement and review frequency and methods
Sign off and comms

The definition of scope should be? - ANSWERWhich areas of the organisation are included and which aren't.
A grasp of the organisation's strategies, objectives and culture and its risk appetite.
Also list its regulatory constraints

Business continuity governance focuses on - ANSWEROversight and support.
Monitoring and review.
Alignment with organisational objectives
Compliance with legal and regulatory requirements.

Business continuity roles - ANSWERShould be embedded in the job descriptions and performance plans.

Roles - top management - ANSWERLeadership, commitment and resources

Roles - steering group - ANSWEROversee, advise and manage - making the recommendations to top mgt.

Business continuity plan owner - ANSWERMake sure the plan reflects the business continuity capability.

Business Continuity Programme - ANSWERngoing mgt and governance process appropriately resourced to implement and maintain business continuity mgt.

Business continuity mgt. programme documentation - ANSWERBusiness Continuity policy
Business continuity programme of activities
Project management documentation

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BCI CBCI Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none">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	<ul style="list-style-type: none"> • Implementation: This section covers putting the designed continuity strategies into action, including creating and deploying incident response and business continuity plans, structuring effective response teams, and ensuring operational readiness.
Topic 3	<ul style="list-style-type: none"> • 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.
Topic 4	<ul style="list-style-type: none"> • 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.

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BCI Certificate of the Business Continuity Institute (CBCI) Sample Questions (Q39-Q44):

NEW QUESTION # 39

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

- A. Identify workarounds for all activities other than those with short RTOs
- B. Include a risk assessment to identify the best treatment option
- C. Include relevant extracts from the Business Impact Analysis (BIA)
- **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 # 40

When establishing a Business Continuity Management System (BCMS), engagement with stakeholders is important. Which of the following is NOT a reason for engaging with internal stakeholders?

- A. Existing policies and procedures may be relevant to the BCMS so early identification will reduce the risk for duplication of work
- **B. Involving stakeholders will reduce the workload and responsibilities of the Business Continuity Professional as administrative activities can be delegated to other staff**
- C. Early collaboration with colleagues will engage them in the process and secure support for the ongoing development and implementation of the BCMS
- D. Engagement of stakeholders will reduce the potential for conflict at later stages of the programme

Answer: B

Explanation:

While stakeholder engagement facilitates collaboration, reduces conflict, and helps identify relevant policies, it does not primarily serve to lessen the workload of the Business Continuity Professional by delegating administrative tasks. The CBCI 7.0 course clarifies that stakeholder involvement is about gaining support, expertise, and ownership rather than shifting administrative burdens. The Business Continuity Professional retains core responsibility for managing the BCMS, though collaboration supports efficient and effective program delivery.

Reference: CBCI 7.0 Study Guide, Module 1: Stakeholder Engagement, pages 19-22.

NEW QUESTION # 41

Which of the following is NOT a way in which an organization can use exercise programs to ensure and validate supply chain continuity?

- **A. By including key suppliers in an internal exercise**
- B. By requiring suppliers to share evidence that recovery plans and exercise programs have been developed and implemented
- C. By conducting internal exercises to assess the impact of supply chain failures
- D. By including a requirement in Service Level Agreements (SLAs) for suppliers to carry out exercise activities and share the outcomes

Answer: A

Explanation:

While including key suppliers in internal exercises might seem beneficial, the CBCI 7.0 course highlights that external suppliers should be engaged in their own exercises, separate from the organization's internal exercises. Instead, validation of supply chain continuity is better achieved by requiring suppliers to develop and test their recovery plans independently and sharing outcomes. Contractual obligations such as those embedded in SLAs ensure suppliers maintain their own Business Continuity preparedness, while internal exercises focus on organizational responses to supply chain disruptions. Conducting internal exercises to assess impacts remains essential to understand dependencies and potential vulnerabilities without compromising exercise control.

Reference: CBCI 7.0 Study Guide, Module 6: Exercising and Validation, pages 130-133.

NEW QUESTION # 42

What should an organization do when it does not yet have fully developed Business Continuity (BC) solutions, response structures, and Business Continuity plans in place?

- A. Conduct an initial Business Impact Analysis (BIA)
- **B. Develop and implement an interim crisis management plan**
- C. Implement a "go to" strategy and acquire the required resources, equipment, and services when disruption occurs
- D. Outsource the response to a Business Continuity service provider when a crisis or disruption occurs

Answer: B

Explanation:

When an organization lacks fully developed BC solutions, response structures, or plans, the CBCI 7.0 course recommends the immediate development and implementation of an interim crisis management plan. This plan serves as a temporary framework to manage disruptions while the comprehensive BCMS is being established. An interim plan prioritizes rapid response capability, outlining essential roles, responsibilities, and immediate actions to stabilize incidents. Conducting a BIA is important but follows initial crisis preparedness. Outsourcing or reactive procurement of resources without a foundational plan risks ad hoc responses and inefficiency. Establishing an interim plan ensures the organization is not unprepared during the transition towards a mature BCMS.

Reference: CBCI 7.0 Study Guide, Module 1: Establishing the BCMS, pages 20-24.

NEW QUESTION # 43

Which of the following statements about the methods used to collect information following an exercise is correct?

- A. One-on-one interviews with all exercise participants should be conducted within one month following the exercise
- B. A hot debrief should be conducted within one month after the conclusion of an exercise
- C. Only senior level exercise participants should provide opinions during the debrief
- **D. Surveys are especially effective if an exercise and its participants are spread out over multiple locations**

Answer: D

Explanation:

Surveys are a practical and efficient way to collect feedback from participants who may be geographically dispersed or involved in staggered exercise sessions. The CBCI 7.0 course emphasizes that surveys enable broad participation and timely input collection, which can be crucial when participants cannot all meet in person or at the same time. Hot debriefs are typically immediate post-exercise discussions, not extended over a month. One-on-one interviews and limiting input to senior personnel restrict breadth and may delay feedback.

Reference: CBCI 7.0 Study Guide, Module 6: Exercising and Validation, pages 125-128.

NEW QUESTION # 44

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