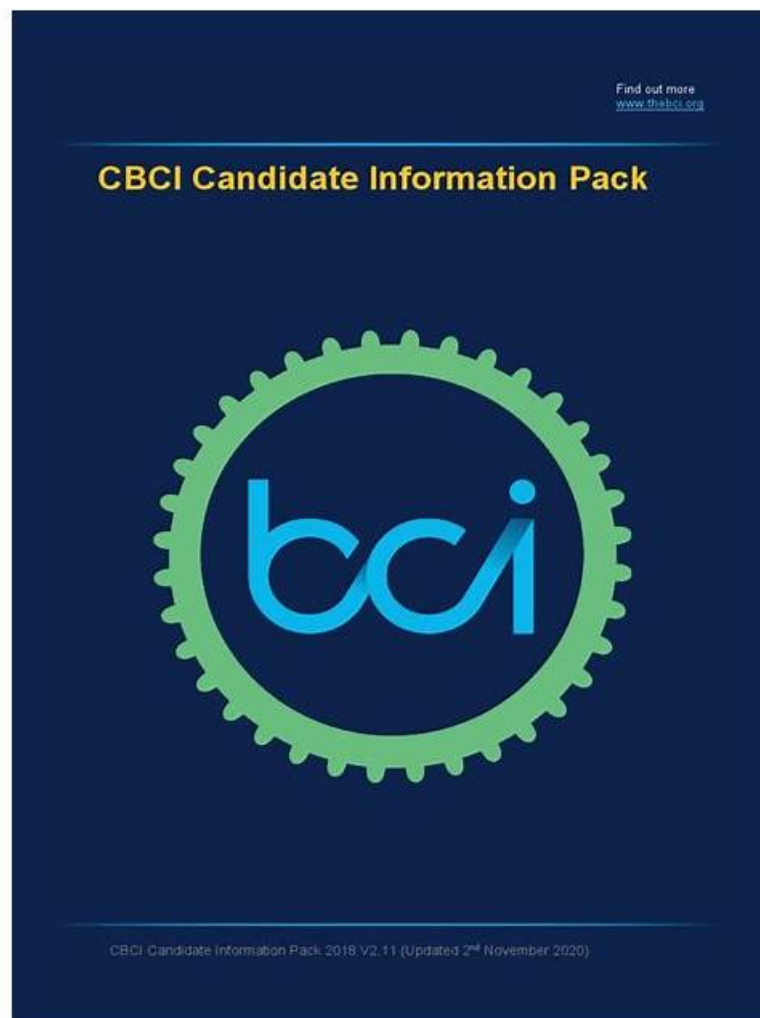


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BCI CBCI Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none">• Introduction: This section lays the groundwork for newcomers to business continuity by clarifying what business continuity is, why it matters in organizational resilience, and how its fundamental practices interconnect under the Good Practice Guidelines (GPG) framework.
Topic 2	<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 3	<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.

BCI Certificate of the Business Continuity Institute (CBCI) Sample Questions (Q18-Q23):

NEW QUESTION # 18

Which of the following is essential to ensure the ongoing effectiveness and relevance of a Business Continuity Management System (BCMS) and should be built into the initial process to establish a BCMS?

- A. Carrying out health and safety risk assessments in all parts of the organization and making a commitment to repeat these assessments every year as part of the BCMS
- B. Developing internal and external communications systems to raise the profile of the BCMS and highlight successful steps in the development
- **C. Determining how the BCMS will be monitored, reviewed and continually improved over time**
- D. Ensuring compliance with legal requirements across the company and developing a register of any risks

Answer: C

Explanation:

The CBCI 7.0 course stresses that establishing mechanisms for ongoing monitoring, review, and continual improvement is a foundational element of the BCMS. This ensures the system remains effective, adaptable, and relevant as organizational contexts and risks evolve. Building these processes into the initial BCMS design facilitates proactive management of changes, drives performance enhancement, and aligns with ISO

22301 standards for Business Continuity. While communication systems, safety assessments, and compliance registers are important, they do not substitute for structured continual improvement processes, which embed resilience into organizational culture and operations.

Reference: CBCI 7.0 Study Guide, Module 1: Establishing the BCMS, pages 15-20.

NEW QUESTION # 19

The scope of the Business Continuity Management System (BCMS) should be reviewed if:

- A. Personnel are not embracing Business Continuity and a new approach to engage them is required
- B. A new Business Continuity professional is appointed and they provide a fresh focus on the approach to be taken
- C. An exercise activity reveals that changes to operational procedures are needed
- **D. There is a change to the internal or external operating context**

Answer: D

Explanation:

The CBCI 7.0 course defines that the BCMS scope must be regularly reviewed and updated in response to significant changes in

the organization's internal or external context. Such changes could include shifts in business operations, legal requirements, market conditions, or organizational structure that affect Business Continuity requirements. This ensures that the BCMS remains relevant and effective. While fresh perspectives and personnel engagement are important, scope reviews are driven by contextual changes. Reference:CBCI 7.0 Study Guide, Module 1: Scope and Context, pages 25-28.

NEW QUESTION # 20

The purpose of a Business Continuity policy is to:

- A. Enable the Business Continuity professional to issue instructions to all on the changes that they will be required to make
- **B. Establish shared understanding of the importance of a BCMS and its relevance to the organization**
- C. Initiate the development of an effective response structure in case of disruption to products or services within the scope of the Business Continuity Management System (BCMS)
- D. Share the outcomes of a Business Impact Analysis with internal and external stakeholders

Answer: B

Explanation:

A Business Continuity policy acts as a foundational document that communicates the organization's commitment to Business Continuity and sets out its scope, objectives, and principles. The CBCI 7.0 course stresses that the policy fosters a shared understanding across the organization about the importance of the BCMS and ensures that personnel recognize its relevance to their roles. It does not specify operational details or mandate actions but guides governance and culture. The policy supports alignment of efforts and continuous improvement of the BCMS.

Reference:CBCI 7.0 Study Guide, Module 1: Establishing the BCMS, pages 20-22.

NEW QUESTION # 21

A strategic plan:

- A. Should identify viable options to coordinate efforts of the operational teams
- B. Should contain procedures for responding to emergencies, including threats to life, or the environment
- C. May contain procedures for coordinating the transportation of personnel to alternate facilities
- **D. May be supported by a separate crisis communications plan**

Answer: D

Explanation:

Strategic plans set the overarching framework and objectives for Business Continuity and are often supported by separate tactical or crisis communication plans tailored to communication needs during disruptions. The CBCI 7.0 course clarifies that while strategic plans guide overall responses, detailed emergency procedures and logistics coordination typically reside in operational or tactical plans, ensuring clarity and focus at different planning levels.

Reference:CBCI 7.0 Study Guide, Module 5: Solutions Design and Planning, pages 100-103.

NEW QUESTION # 22

Which of the following is correct in relation to simulation exercises?

- A. Simulation exercises involve only key participants rather than all personnel that could be involved in a real incident
- B. There are no time constraints as the exercise is not running in real time so participants can take time to discuss issues that arise and alternative ways to address them
- C. Simulation exercises are always discussion-based
- D. Participants are provided with the full detail of the scenario prior to the exercise commencing, including any information and materials on issues that will arise during the scenario so they can be fully prepared
- **E. Simulation exercises are designed to mimic real incident responses in as close to a real-time environment as possible but usually involve only the key personnel whose roles are critical in managing the disruption. The CBCI 7.0 materials specify that simulation exercises test the decision-making, coordination, and response of these essential participants rather than the entire workforce, ensuring focused and practical validation of plans and capabilities. They differ from discussion-based exercises, which involve broader participation and are scenario discussions without time constraints. Simulation exercises maintain real-time pressures and operational realism, although full scenario details are typically not disclosed upfront to simulate uncertainty.**

Answer: E

Reference: CBCI 7.0 Study Guide, Module 6: Exercising and Validation, pages 120-123.

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