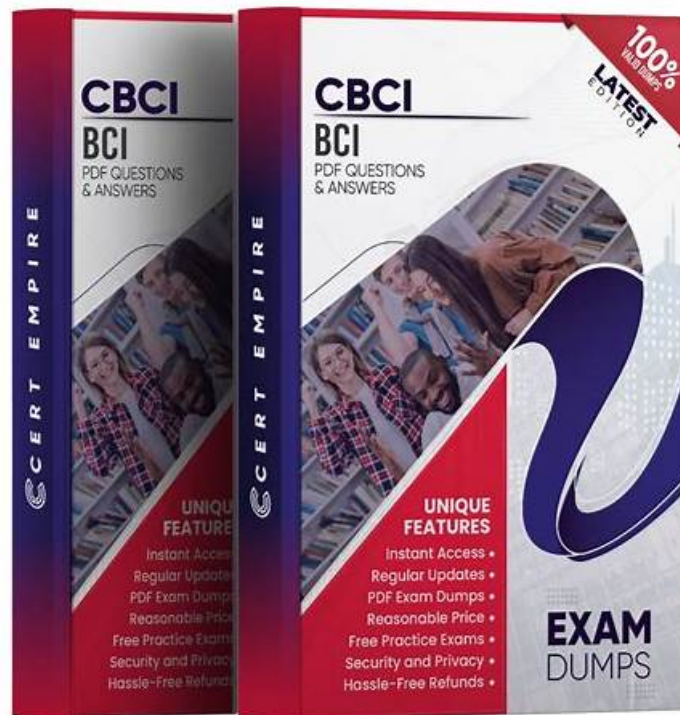


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BCI CBCI Exam Syllabus Topics:

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"> • 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 3	<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.

BCI Certificate of the Business Continuity Institute (CBCI) Sample Questions (Q25-Q30):

NEW QUESTION # 25

In order to implement appropriate initiatives for influencing personnel to embrace Business Continuity and a Business Continuity culture, the Business Continuity professional should start by:

- A. Carrying out a gap analysis to identify whether the Business Continuity resumption capabilities meet the Business Continuity needs
- B. Implementing a communications strategy to share information about the gaps in the organization's current Business Continuity plans
- C. Estimating the gap between the extent to which Business Continuity is currently embraced in the organization and the desired level at which Business Continuity should be embraced
- D. Conducting a Business Impact Analysis (BIA) that can be shared with all personnel

Answer: C

Explanation:

The CBCI 7.0 course stresses that the initial step in fostering a Business Continuity culture is estimating the gap between the current level of personnel engagement and the desired state of embracement. This assessment identifies areas where awareness, commitment, or understanding are lacking, providing a baseline to tailor targeted initiatives. This gap analysis enables prioritization of interventions, whether training, communication, or leadership engagement, to bridge the cultural divide effectively. While BIAs and communication strategies support broader continuity efforts, assessing cultural gaps is a necessary precursor to driving meaningful behavioural change.

Reference: CBCI 7.0 Study Guide, Module 4: Business Continuity Culture, pages 68-70.

NEW QUESTION # 26

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. Implement a "go to" strategy and acquire the required resources, equipment, and services when disruption occurs
- C. Develop and implement an interim crisis management plan
- D. Outsource the response to a Business Continuity service provider when a crisis or disruption occurs

Answer: C

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 # 27

During a discussion-based exercise, the exercise facilitator is notified of a threat that could compromise participant safety. The

facilitator's next step will be:

- **A. Use a pre-determined code word to notify all participants of suspension of the exercise**
- B. Call a short break to allow time to determine how to proceed
- C. Begin gathering more details about the situation
- D. Continue with the exercise unless otherwise notified

Answer: A

Explanation:

Participant safety is paramount during all exercises. The CBCI 7.0 course mandates that facilitators use pre-determined code words or signals to immediately and discreetly communicate the suspension of an exercise if a real threat to safety emerges. This protocol ensures that all participants receive a clear, consistent message to halt activities without causing panic or confusion. Gathering more details or calling a break delays decisive action and risks exposure. Continuing the exercise despite threats is unacceptable and breaches duty of care.

Pre-established emergency communication protocols allow swift, safe responses that prioritize participant well-being above all else.

Reference: CBCI 7.0 Study Guide, Module 6: Exercising and Validation, pages 122-124.

NEW QUESTION # 28

Which of the following elements would NOT be validated by an exercise?

- A. The reliability of systems and equipment
- B. The availability of key information when required
- C. The effectiveness and usability of relevant procedures
- **D. The design and effectiveness of the business impact analysis process**

Answer: D

Explanation:

Exercises focus on validating the practical elements of Business Continuity arrangements, including the availability of key information, usability of procedures, and reliability of systems and equipment under simulated conditions. The CBCI 7.0 course clearly distinguishes that the business impact analysis (BIA) process itself is a planning and analysis activity, not a response function, and therefore is not subject to validation through exercises. BIAs are validated through reviews and audits rather than operational testing. Exercises are designed to test response and recovery capabilities, communication flows, and system robustness in real-time or simulated disruptions. Validating the BIA design requires analytical review, stakeholder engagement, and continuous improvement processes, which occur separately from exercises. This differentiation ensures that exercises focus on operational readiness rather than procedural design.

Reference: CBCI 7.0 Study Guide, Module 6: Exercising and Validation, pages 115-117.

NEW QUESTION # 29

Which of the following is NOT an outcome that will result from an organization embracing Business Continuity?

- A. A Business Continuity programme that is fit for purpose and adequately sized for the organization
- B. Business Continuity tasks being given greater priority and completed on time
- C. Recognition by interested parties of areas where Business Continuity adds value to their operation
- **D. A reduction in the need to carry out maintenance activities and regular plan reviews and updates**

Answer: D

Explanation:

Embracing Business Continuity increases commitment to ongoing maintenance, including regular plan reviews and updates, to ensure plans remain effective and relevant. The CBCI 7.0 course highlights that a strong Business Continuity culture does not reduce maintenance needs; rather, it ensures such activities are prioritized and valued. Reduction in maintenance requirements would signal neglect, risking preparedness.

Other outcomes include prioritization of tasks and external recognition of Business Continuity's value.

Reference: CBCI 7.0 Study Guide, Module 4: Developing a Business Continuity Culture, pages 67-70.

NEW QUESTION # 30

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