



The BCI Certificate Examination Sample Questions

1. The scope of the Business Continuity Management (BCM) programme will be defined by the organisation's
 - (A) size, sector, and market share.
 - (B) culture, goals, and mission statement.
 - (C) previous experience of major disruption.
 - (D) products, services, and geographic locations.

2. When should a budget for the introduction of Business Continuity Management (BCM) be established?
 - (A) If and when an external consultant is appointed
 - (B) Once the recovery strategies have been determined
 - (C) Before the start of the programme
 - (D) Once a Business Impact Analysis (BIA) has been undertaken

3. How critical is the selection of the methods, tools, and techniques before undertaking a Business Impact Analysis (BIA)?
 - (A) Irrelevant
 - (B) Useful
 - (C) Optional
 - (D) Essential

4. Continuity requirements determined through a Business Impact Analysis (BIA) will identify the
- (A) cost of continuing an activity at its normal level of activity.
 - (B) resources needed to continue an activity.
 - (C) resilience capability of a critical computer system.
 - (D) threats and vulnerabilities of an organisation.
5. Which of the following is a typical issue when considering the use of a third party recovery site as a Business Continuity (BC) strategy?
- (A) Geographic location
 - (B) Shareholder agreement
 - (C) Invocation criteria
 - (D) Knowledge retention
6. A Business Continuity (BC) strategy should consider the organisation's
- (A) critical products and services.
 - (B) senior management structure.
 - (C) detailed critical recovery plans.
 - (D) contact details for key stakeholders.
7. An action plan for Human Resources (HR) response to a major incident would **MOST** likely include
- (A) protecting personal belongings.
 - (B) performing damage assessment.
 - (C) handling enquiries regarding staff welfare.
 - (D) identifying all key recovery personnel.

8. Which of the following should form part of the distribution control procedures for a communications plan?
- (A) The maintenance of a list of people that are authorised to receive a copy of the plan.
 - (B) The maintenance of a prioritised list of critical business functions.
 - (C) The maintenance of the actions that are being taken to mitigate the organisation's largest risks.
 - (D) The maintenance of a list of vital equipment, stock, materials, and information.
9. The principle purpose of exercising Business Continuity Plans (BCPs) is to
- (A) validate plans, rehearse staff, and test systems.
 - (B) meet audit requirements, rehearse staff, and test systems.
 - (C) validate plans, communicate risks, and test systems.
 - (D) validate plans, rehearse staff, and develop policies.
10. An audit function for Business Continuity Plans (BCPs) is one of
- (A) ensuring that the senior management team will be available in a disaster.
 - (B) impartial review against defined standards and policies.
 - (C) personal interruption.
 - (D) budgetary control.
11. An organisation should identify its staff's Business Continuity (BC) training requirements by
- (A) the availability of training.
 - (B) employee preference.
 - (C) the cost of training.
 - (D) a training needs analysis.

12. Which of the following is one of the steps within the process for sustainable development and embedding Business Continuity Management (BCM) in an organisation's culture?
- (A) Checking the length of the Business Continuity Plan (BCP) to ensure it is concise
 - (B) Monitoring all organisation's staff for health and safety awareness
 - (C) Implementing a campaign to increase the awareness of the organisation's fiscal statement
 - (D) Assessing the current level of awareness and commitment to Business Continuity (BC)

Please scroll below for answers

1. D
2. C
3. D
4. B
5. A
6. A
7. C
8. A
9. A
10. B
11. D
12. D