



Secure Your Business

Implementation Rules for the Examination/Certification of IS Managers and IS Auditors

1. Purpose

These Implementation Rules regulate the procedure for examining/certifying IS Managers and IS Auditors.

It is guaranteed that

- the conduct of the examination, the requirements relating to the examination and assessment are unequivocal;
- the validity of the Certificate is monitored according to established requirements.

2. Scope

These Implementation Rules apply to examination/certification of IS Managers and IS Auditors. They are based on the Examination Rules of CIS in the applicable version.

3. Subject of the examination

IS Manager:

The examination process for obtaining an IS Manager Certificate refers to demonstrable good command of the training contents relating to IS Managers.

IS Auditor:

The examination process for obtaining an IS Auditor Certificate will be conducted in two stages. The first stage is a technical entrance examination serving to examine the applicants as to their technical knowledge.

The second stage refers to demonstrable good command of the training contents relating to IS Auditors.

4. Admission to the examination

Examination for IS Managers:

Admission to participation will be granted to persons:

- that have taken part in all modules of the CIS training for IS Managers or can demonstrate equivalent knowledge and/or furnish relevant evidence.

Examination for IS Auditors:

Admission to participation will be granted to persons:

- that have passed the technical admission examination for the course of series for IS Auditors;
- that have taken part in all modules of the CIS training for IS Auditors or can demonstrate equivalent knowledge and/or furnish relevant evidence;
- that have valid CIS Certificates for IS Managers;
- that furnish evidence of 4 years' job experience, with at least 2 years in the field of information security;
- that have conducted or accompanied at least 4 audits on 20 mandays.



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Exceptional rule for admission to the examination for IS Managers and IS Auditors:
In the event equivalent knowledge can be evidenced and demonstrated in the course of a technical conversation with the Certification Body, admission to the examination also is possible like this.

5. Conducting examination

- The examinations will be conducted by making a multiple choice test, only **one** answer being correct.
- 1 hour is scheduled for the examinations for IS Managers and IS Auditors respectively. 2 hours are scheduled for the technical entrance examination.
- Examinations that have not been passed can be repeated up to three times.

6. Admission of aids

Aids are not admitted.

7. Assessment

The examinations will be positive if at least 50% of the questions of the examination of the individual course modules have been answered correctly.

8. CIS Certificate

Once the person applying for the Certificate has passed the examination and the examination has been released by the top examination organ, the applicant will be granted the IS Manager Certificate or IS Auditor Certificate.

9. CIS IS-Auditor “Candidate” Certificate

In default of practical evidence, a CIS IS-Auditor Certificate with the addition “Candidate” will be issued until adequate evidence has been furnished within 3 years. If a Certificate has the addition “Candidate”, the person will **not** be entitled to conduct external audits without being instructed or observed by a Lead Auditor that is qualified accordingly.

10. Prolongation of the period of validity

The Certificate will be valid for three years. It can be renewed upon request if the owner demonstrates he/she has, within the last three years,

- conducted at least 3 ISMS audits;
- taken part in at least one calibration event a year.

11. Documents applicable as well

- CIS Examination Rules;
- General Conditions for Holders of CIS Certificates;
- Prolongation of the Period of Validity of CIS Certificates