Examination Guide

AI Risk Management | Certified Incident Responder
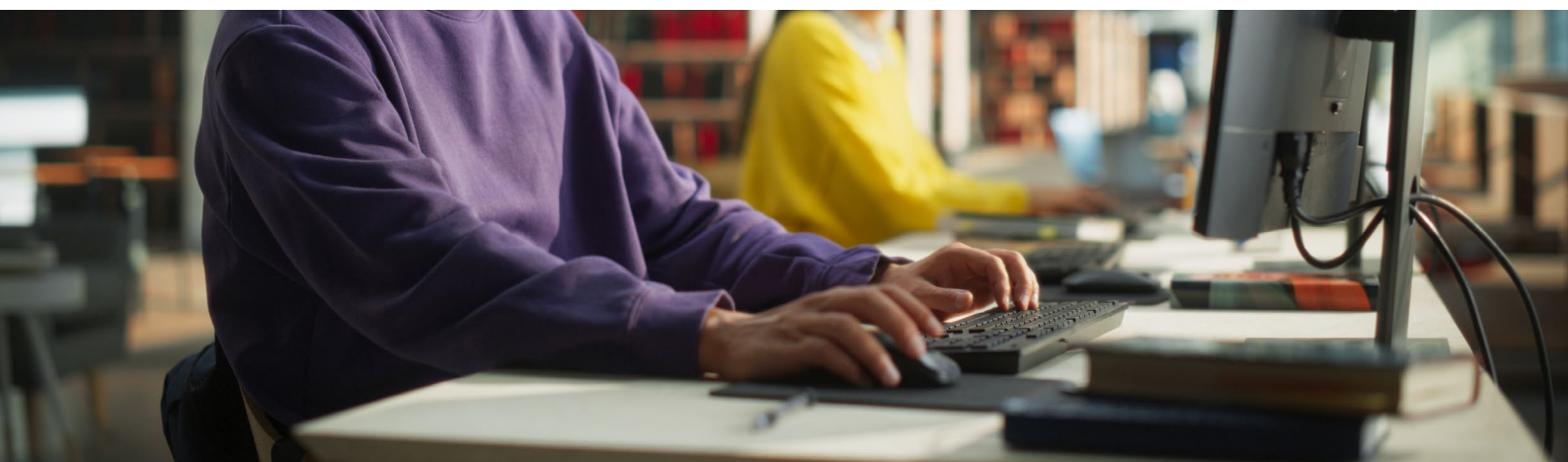
AI Risk Management

Exam Format:

- Exam Type: **Multiple-choice, open book**
- Duration: **3 hours**
- Number of Questions: **80**
- Passing Score: **%70**
- Language Options: **English**
- Delivery Mode: **Blended, online and in-person**

Exam Eligibility:

- Any pre-training requirements (if applicable): **None needed**

- Experience requirements (if needed):

Credential	Exam	Professional experience	Information Security Management experience	Other requirements
PECB Certified AI Risk Provisional Manager	PECB Certified AI Risk Manager Exam, or equivalent	None	None	Signing the PECB Code of Ethics
PECB Certified AI Risk Manager	PECB Certified AI Risk Manager Exam, or equivalent	2 years, of which at least 1 in AI risk management	At least 200 hours of AI risk management activities	Signing the PECB Code of Ethics
PECB Certified AI Lead Risk Manager	PECB Certified AI Risk Manager Exam, or equivalent	5 years, of which at least 2 in AI risk management	At least 300 hours of AI risk management activities	Signing the PECB Code of Ethics
PECB Certified AI Senior Risk Manager	PECB Certified AI Risk Manager Exam, or equivalent	10 years, of which at least 7 in AI risk management	At least 1000 hours of AI risk management activities	Signing the PECB Code of Ethics

Certified Incident Responder (Technical)

Exam Format:

- Exam Type: **Open book**
- Duration: **3 hours**
- Number of Questions: **10 hands on questions**
- Passing Score: **%70**
- Language Options: **English**
- Delivery Mode: **Online**
- Exam Eligibility: **None**
- Any pre-training requirements (if applicable): **None**
- Experience requirements (if needed): **None**

Credential	Exam	Professional experience	Information Security Management experience	Other requirements
PECB Certified Incident Responder	PECB Certified Incident Responder exam	2 years of practical experience in incident response or cybersecurity	None	Signing the PECB Code of Ethics

General Rules

Registration Process:
- **How to Register:** [Online Examinee Manual](#)
- **Exam Fees:** Available in the candidate handbook
- **Exam Scheduling:** Candidates who choose to take the exam through our online examination platform are provided with coupon codes by the training course organizer. They can use the coupon code to schedule an online exam and also apply for certification when they pass the exam.

1. Login at **myPECB**
2. Under **myPECB Dashboard** go to **Exams** and click on **Enroll**
3. Select the **Exam Category** and **Exam Language**
4. Click the **Choose Exam Slot** button to see the possible options
5. After finding the convenient slot, click the **Schedule Now** button
6. Read the information provided and scroll down to write the coupon code to waive the scheduling fee
7. Agree to the **PECB Exam Rules and Policies** and the requirements of having a webcam during the online exam session
8. Click the **Place Your Order** button
9. An email with a link to download the PECB Exams application will be sent as a confirmation for the schedule

After the exam schedule is approved, the examinees will receive a confirmation email containing important details. The approval process will be finalized within 24 hours from the time of scheduling, excluding weekends.

Rescheduling and Cancellation Policies:
If the candidate cancels the exam 7 or more days before the examination date, the exam fee will be fully refunded, however, a processing fee of %5 will be applied. Meanwhile, the reschedule of the exam will be free of charge.

Cancellation/rescheduling of the exam less than 48 hours before the examination date is not possible. If you fail to appear for your scheduled examination or arrive late and are refused admission, you will forfeit the entire PECB sitting fee. Consequently, you will have to pay again to take the exam.

Exam Rules & Policies

Permitted Materials: Whether books, notes are allowed.
Both of the exams are Open book

Examinees must:

- ✔ Ensure that their device meets the technical requirements, and their internet connection speed is above 1 MBPS upload/download (see 3.3 General requirements)
- ✔ Log in to the PECB Exams application 30 minutes before the exam starts
- ✔ Show their surroundings by rotating the webcam at 360 degrees
- ✔ Provide a valid proof of identification so the remote invigilator can validate if it matches the candidate's live feed
- ✔ Have an external, stand-alone webcam if they are using a desktop computer
- ✔ Examinees are permitted to use their laptop's integrated camera for the exam, provided their laptop is equipped with one
- ✔ Show the PC, keyboard, mouse, hands, and full face, and a minimum view of 12 inches (30 centimeters) on either side of the keyboard when using an external webcam
- ✔ Ensure that their webcam is always focused on them
- ✔ Ensure that video and audio devices are enabled and always running
- ✔ Ensure that the exam room is appropriately lighted
- ✔ Be alone in the room during the exam session
- ✔ Ensure that they use only the permitted documents during open-book exams
- ✔ Be prepared to rotate their camera °360 upon request from the remote invigilator at any point during the exam session

Examinees must not:

- ✔ Wear headphones, headpiece, or any other kind of headbands
- ✔ Disconnect their webcam/external camera and/or microphone during the exam session at any time
- ✔ Lean out of the camera view during the exam session
- ✔ Use dual monitors
- ✔ Read aloud the content of the exam
- ✔ Receive any kind of communication from anyone during the exam.
- ✔ Leave the testing area except for restroom breaks
- ✔ Eat, drink, or smoke (except water, which, if required, should be in a plastic bottle with no label)
- ✔ Use any electronic devices, such as cell phones and tablets
- ✔ Wear coats, scarves, hats, or outdoor wear during the exam (exemptions may apply for religious reasons)
- ✔ Leave the testing area (the only time they may leave the examination room with the intention of returning is to use the restroom)
- ✔ Consult any document when taking closed-book exams
- ✔ Use social media, chat rooms, or email, nor should they use search engines or other websites
- ✔ Use a pen or any physical writing instrument during the exam

Important Notice Regarding Exam Integrity

Any candidate found engaging in dishonest behavior during the exam will have their exam immediately terminated. This includes, but is not limited to:

- ✔ The use of external tools such as ChatGPT or other AI applications.
- ✔ Recording the exam or taking screenshots of exam questions.

The invigilator has the authority to terminate the exam without prior notice if any of these actions are detected.

Additionally, regardless of whether the candidate is sitting for their first attempt, they will not be granted a second attempt, even if such a reattempt is offered free of charge.

Other rules:

- ✔ The examinee's screen will be shared with the remote invigilator during the exam
- ✔ Examinees will be able to start the exam at the exact start time; once the exam session starts, the time will start counting down
- ✔ Reading the exam aloud is prohibited
- ✔ If examinees are out of the room or appear offline (internet connection loss) for more than ten (10) minutes, their examination will be terminated. During this

time, the remote invigilator will try to contact the examinee via chat. In case the examinee does not respond, the invigilator will terminate the exam. The examinee will be contacted by the PECB Examination Department within 48 business hours after the termination to finalize the examination process

✔ In an emergency, examinees must follow the instructions given by the invigilator

✔ For open-book exams, examinees are allowed to use the following reference materials:

✔ A hard copy of the main standard

✔ Training course materials (accessed through the PECB Exams app and/or printed)

✔ Any personal notes taken during the training course (accessed through the PECB Exams app and/or printed)

✔ A hard copy dictionary

✔ The room/environment in which the examinees will be taking the exam must be clutter-free

✔ The setup must be clutter-free and must consist of only one computer, one monitor, one keyboard, and one mouse

✔ The examinee is entitled to a 5-minute restroom break once

If you need additional assistance in preparing for a PECB online exam, please contact us at online.exams@pecb.com or submit a ticket through the PECB Help Center – How Can We Help You? Examinees can also use the same email address online.exams@pecb.com to provide feedback. PECB appreciates the contribution of examinees and is committed to making their online examination journey as smooth and effective as possible.

Further details on examinee rights can be found in the following link: PECB-online-examinee-manual.pdf.

Retake Policy: There is no limit to the number of times a candidate can retake an exam. However, there are certain limitations in terms of the time span between exam

retakes. If a candidate does not pass the exam on the first attempt, they must wait 15 days after the initial date of the exam for the next attempt (first retake). Further details can be found at the following link: Exam Rules and Policies | PECB

Note: Candidates who have completed the training course and failed the first exam attempt are eligible to retake the exam for free within 12 months from the date the email confirmation for the course enrollment is received, because the fee paid for the training course includes a first exam attempt and one retake. Otherwise, retake fees apply.

For candidates who fail the exam retake, PECB recommends attending a training course to better prepare for the exam.

To arrange exam retakes, based on exam format, candidates who have completed a training course must follow the steps below:

Online Exam: When scheduling the exam retake, use the initial coupon code to waive the fee.

Post-Exam Process

Results Announcement:

Candidates will see their exact grade instantly after submitting the exam, and they will be informed if they passed or failed. Exam results will also be communicated via email. Candidates who successfully complete the exam will be able to apply for one of the credentials of the respective certification scheme. For candidates who fail the exam, a list of the domains where they have performed poorly will be added to the email to help them prepare better for a retake. Retake policy is elaborated here: Exam Rules and Policies | PECB

How to obtain the certificate after passing.

1. Log in here
2. Click on **Dashboard**
3. Select **Apply for Certificate** in the box displaying the number of certificates obtained
4. Select the credential for which you have passed the exam

Further details and instructions are provided here: MyPECB Member Manual.

Contact and Support
1. Email or phone support for exam-related questions.
2. Online.exams@pecb.com