



GAICC ISO/IEC 42001 Foundation

Examination Content Outline – October 2025

Global AI Certification Council (GAICC)

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1. Introduction

The **Global AI Certification Council (GAICC)** offers the **ISO/IEC 42001 Foundation Certification** as the entry-level credential for professionals seeking formal recognition of their understanding of **Artificial Intelligence Management Systems (AIMS)**.

This certification demonstrates **awareness and comprehension** of the fundamental principles, structure, and terminology of **ISO/IEC 42001:2023**, the world's first international standard for the governance and responsible management of artificial intelligence.

The GAICC ISO/IEC 42001 Foundation credential is designed for individuals who participate in or support AI-governance initiatives within their organisations, including compliance teams, AI practitioners, auditors, project managers, data professionals, and policy specialists.

It validates the holder's ability to interpret the essential components of an AIMS and understand how ISO/IEC 42001 integrates with other ISO management frameworks such as **ISO 9001 (Quality Management)**, **ISO/IEC 27001 (Information Security Management)**, and **ISO/IEC 27701 (Privacy Information Management)**.

GAICC develops all certifications in alignment with **ISO/IEC 17024: Conformity Assessment – General Requirements for Bodies Operating Certification of Persons**, ensuring global credibility and psychometric integrity.

This **Examination Content Outline (ECO)** defines:

- The **domains of competence** assessed in the Foundation examination.
- The **tasks and enablers** that reflect foundational knowledge areas.
- The **relative weighting** of each domain in the exam structure.

The GAICC Foundation examination evaluates the candidate's **knowledge and conceptual understanding** of AI governance, AIMS requirements, and responsible-AI principles.

It is not an implementation or audit qualification but serves as a **preparatory step** toward professional-level credentials such as the **GAICC ISO/IEC 42001 Lead Implementer** and **Senior Lead Implementer**.

Questions are developed and validated by experienced subject-matter experts from academia, industry, and government to ensure accuracy, fairness, and international applicability.

Each exam item is referenced to authoritative GAICC materials and ISO/IEC 42001 itself, ensuring that the certification maintains its alignment with global best practices in ethical and transparent AI governance.

2. Exam Content Outline

The **GAICC ISO/IEC 42001 Foundation** examination evaluates a candidate's **knowledge and comprehension** of the principles, structure, and terminology of the **Artificial Intelligence Management System (AIMS)** defined in **ISO/IEC 42001: 2023**.

It focuses on awareness—understanding *what* the standard requires and *why* those elements are important—rather than hands-on implementation or audit practice.

The outline below identifies the major **domains of foundational competence** and the **approximate percentage of questions** that appear on the exam.

Domains and Weightings

Domain	Description	Approximate Weight on Exam
I. Fundamentals of AI Governance and the ISO/IEC 42001 Framework	Understanding the purpose, structure, terminology, and key concepts of ISO/IEC 42001; recognising the relationship between AI governance and organisational strategy.	40 %
II. Core Components of the Artificial Intelligence Management System (AIMS)	Comprehending the major clauses of ISO/IEC 42001 (4 to 10) including policy, risk, impact assessment, lifecycle control, documentation, and continual improvement.	40 %
III. Responsible AI, Ethics, and Stakeholder Awareness	Identifying ethical principles, transparency, accountability, and stakeholder engagement fundamentals that support trustworthy AI use.	20 %
Total:		100 %

3. Domains, Tasks and Enablers

In the GAICC ISO/IEC 42001 Foundation framework, each **domain** represents a core knowledge area required to understand how an Artificial Intelligence Management System (AIMS) operates.

A **task** describes what a competent foundation-level candidate should be able to recall or explain.

An **enabler** gives typical examples or evidence that illustrate this understanding in practice. At this level, the focus is on recognition and explanation rather than implementation.

Domain I – Fundamentals of AI Governance and the ISO/IEC 42001 Framework (≈ 40 %)

Purpose:

To provide an understanding of the context, objectives, and structure of ISO/IEC 42001 and the role of AI governance in modern organisations.

Task	Illustrative Enablers / Examples
1. Explain the purpose and scope of ISO/IEC 42001.	Identify why organisations adopt AIMS; recognise alignment with ethical AI principles and sustainable digital transformation.
2. Describe the key terms and definitions related to AI governance.	Awareness of terminology such as AIMS, accountability, bias, transparency, lifecycle, and continual improvement.
3. Outline the structure and clause sequence of ISO/IEC 42001.	Recognise Clauses 4–10; explain the Plan-Do-Check-Act (PDCA) cycle.
4. Recognise the relationship between ISO/IEC 42001 and other management standards.	Identify similarities with ISO 9001, ISO/IEC 27001, and ISO/IEC 27701.
5. Explain the concept of risk-based thinking in AI governance.	Describe how AI risks are identified, assessed, and mitigated within organisational objectives.

Domain II – Core Components of the Artificial Intelligence Management System (AIMS) (≈ 40 %)

Purpose:

To understand the essential elements of an AIMS, including planning, operation, performance, and continual improvement.

Task	Illustrative Enablers / Examples
1. Identify the main requirements of Clauses 4 to 10 of ISO/IEC 42001.	Context of the organisation, leadership, planning, support, operation, performance evaluation, and improvement.
2. Describe the purpose of an AI policy and its relationship to organisational values.	Recognise that policy expresses leadership commitment to fairness, transparency, and risk management.
3. Explain the role of AI risk and impact assessments.	Awareness of AI System Impact Assessment (AI-SIA) concepts and documentation.
4. Outline key operational controls and documentation requirements.	Examples include data-governance procedures, model-change records, and incident logs.
5. Recognise the importance of performance evaluation and continual improvement.	Understand monitoring, internal reviews, and corrective actions as part of PDCA.

Domain III – Responsible AI, Ethics, and Stakeholder Awareness (≈ 20 %)

Purpose:

To introduce the ethical and social foundations that support trustworthy and transparent AI management.

Task	Illustrative Enablers / Examples
1. Identify the key ethical principles that guide responsible AI.	Fairness, accountability, non-discrimination, privacy, and human oversight.
2. Explain the concept of transparency and explainability in AI systems.	Recognise why users and regulators require understandable AI decisions.
3. Describe stakeholder roles in AI governance.	Awareness of internal stakeholders (leadership, developers, compliance teams) and external stakeholders (customers, regulators, society).
4. Recognise how communication and engagement build trust.	Examples: AI ethics statements, responsible AI policies, public disclosures.

Cognitive Depth and Assessment Approach

The Foundation exam focuses on two levels of cognitive performance:

- **Knowledge** – recall of ISO/IEC 42001 concepts, terminology, and clause intent.

- **Comprehension** – understanding relationships among AIMS elements and ethical AI principles.

Questions are designed to test recognition and conceptual clarity rather than technical configuration or audit judgement.

4. GAICC Application & Payment

GAICC Eligibility Requirements

The **GAICC ISO/IEC 42001 Foundation** certification is designed for all professionals who wish to develop a formal understanding of Artificial Intelligence Management Systems (AIMS) and responsible-AI governance.

There are **no professional-experience requirements** for this level.

Educational Background	Professional Experience	Formal Training Requirement
Open entry (no specific prerequisite)	Not required.	Completion of at least 16 contact hours of structured ISO/IEC 42001 fundamentals training delivered by GAICC-authorised providers or equivalent recognised institutions. Students can also fulfil this requirement by completing GAICC self-paced courses.

Additional Notes

- Training may be completed online or face-to-face through GAICC-authorised providers or equivalent recognised institutions. Students can also fulfil this requirement by completing GAICC self-paced courses.
- Participants are expected to demonstrate basic familiarity with AI concepts, data ethics, and organisational governance prior to the exam.
- The Foundation certification serves as a recommended prerequisite for higher-level credentials such as **GAICC Lead Implementer** and **Senior Lead Implementer**.

How to Record Training on the Application

All candidates apply through the **GAICC Online Certification Portal**.

Applicants must upload training completion evidence that includes:

- Name of training provider and programme title.
- Course duration (16 CPDs minimum).
- Date of completion and unique certificate ID.

No employment history or project experience is required for this application.

Application Processing

GAICC processes Foundation-level applications promptly to encourage wider access to AI governance education.

- **Processing time:** approximately **five (5) calendar days** from submission of a complete application.
- Applications may be selected for random audit to verify training documentation.
- Applicants are notified by email once approved or if additional details are required to complete their review.

5. GAICC Examination Information

The **GAICC ISO/IEC 42001 Foundation** examination is a **knowledge-based assessment** designed to evaluate a candidate's understanding of the concepts, principles, and structure of **ISO/IEC 42001: 2023**—the international standard for Artificial Intelligence Management Systems (AIMS).

It focuses on comprehension of terminology, purpose, and relationships among AIMS components rather than implementation skills.

Exam Structure

Component	Description
Total Questions	40 questions in total (35 scored + 5 unscored pre-test items).
Format	Multiple-choice and scenario-based questions delivered through the GAICC Online Testing Platform.
Allotted Time	60 minutes (1 hour).
Pre-Exam Tutorial & Post-Exam Survey	A short tutorial precedes the exam and an optional survey follows it. Neither counts toward the official exam time.

Exam Delivery

The **Foundation exam** is available as **online AI-proctored** or **centre-based** testing. Questions are presented in random order, and once a section is submitted, answers cannot be revisited.

The GAICC testing environment provides:

- A built-in timer and progress bar.
 - Flag-for-review functionality.
 - Automatic submission at time expiry.
-

Scoring and Results

- Each scored question carries **one mark**.
- Results are reported **immediately upon completion**.
- Feedback is provided by **domain** (Governance Fundamentals, AIMS Core Components, Responsible AI and Ethics).
- A **minimum scaled score of 70 %** is required to achieve a passing grade.

Scores are validated through GAICC's psychometric process to ensure fairness and consistency across sessions.

Retake Policy

GAICC maintains a supportive and transparent retake approach:

- Every candidate is entitled to **one complimentary retake** within the **one-year eligibility period** if the first attempt is unsuccessful.
- Additional retakes (beyond the free attempt) may be scheduled at a discounted re-examination rate.
- Retake scheduling must occur within the original eligibility window.

This policy encourages continuous learning while upholding exam security.

Eligibility Period and Re-application

The eligibility period begins on the date of **application approval** and remains valid for **twelve (12) months**.

If a candidate does not attempt or pass the exam within this timeframe, the application expires and a **new application** must be submitted.

Additional Information

GAICC conducts regular **psychometric reviews** to preserve exam validity, reliability, and global relevance.

If an exam session is affected by confirmed **technical issues or system irregularities**, the candidate will be offered a **free re-examination** without penalty.

6. GAICC ISO/IEC 42001 Foundation– Fees

Examination, membership and renewal fees are published in the applicable GAICC Candidate Handbook and on the GAICC website (www.gaicc.org). To maintain a single source of truth, fee amounts are not reproduced in this Examination Content Outline.

7. GAICC Certification Maintenance and Renewal Requirements

Certification Validity

The **GAICC ISO/IEC 42001 Foundation** certification is valid for a period of **three (3) years** from the date of initial certification.

To remain active, certified individuals must demonstrate a continued commitment to learning in the areas of **AI governance, responsible AI, and ISO/IEC 42001 awareness**.

Continuing Professional Development (CPD) Requirements

During each three-year certification cycle, candidates must earn and record a minimum of **20 Continuing Professional Development (CPD) hours**, distributed across the following categories:

CPD Category	Description	Minimum Hours
1. Professional Learning	Participation in GAICC-recognised courses, webinars, or workshops on AI governance, ethics, and emerging ISO standards.	8
2. Awareness & Knowledge Application	Involvement in AI-related organisational initiatives, responsible-AI campaigns, or professional discussion groups.	8
3. Contribution & Community Engagement	Sharing knowledge through presentations, blogs, mentoring, or community events supporting AI governance awareness.	4

Total Minimum Required: 20 CPDs over three years.

Renewal Process

To renew the Foundation certification, candidates must:

1. Submit a **Renewal Application** through the GAICC Certification Portal before the expiry date.

2. Provide verified evidence of **20 completed CPD hours** earned within the certification cycle.
 3. Pay the applicable **renewal fee** according to the current GAICC fee schedule.
 4. Confirm agreement to the **GAICC Code of Professional Conduct** and **Ethical AI Principles**.
-

Lapsed Certifications

- If renewal requirements are not completed by the expiry date, certification status will change to **“Lapsed.”**
 - Lapsed holders may **reinstate** their credential by completing renewal requirements within **12 months** of expiry.
 - After 12 months, reinstatement requires retaking the full Foundation examination.
-

Audit and Verification

GAICC performs periodic **CPD audits** to confirm the authenticity of reported activities. Candidates selected for audit must provide supporting documentation such as **attendance records, completion certificates, or official confirmation** from organisers of recognised activities.

8. GAICC Code of Conduct and Ethics Statement

Purpose

The Global AI Certification Council (GAICC) upholds the highest standards of **integrity, accountability, and professional behaviour** in the certification and practice of Artificial Intelligence Management System (AIMS) professionals.

All GAICC-certified individuals must demonstrate ethical leadership and responsible stewardship in the development, deployment, and governance of AI systems.

Commitment to Ethical Practice

By applying for and maintaining GAICC certification, candidates agree to:

1. **Act with Integrity and Fairness** – Conduct all professional activities honestly, without bias, conflict of interest, or misrepresentation of competence or credentials.
 2. **Protect Human Rights and Wellbeing** – Ensure that AI systems under their influence respect human dignity, fairness, privacy, and non-discrimination.
 3. **Ensure Transparency and Accountability** – Promote explainable and auditable AI outcomes; disclose limitations, risks, and decision criteria in plain language.
 4. **Safeguard Data and Information** – Uphold confidentiality and data-protection principles consistent with ISO/IEC 42001, ISO/IEC 27701, and applicable laws.
 5. **Exercise Professional Competence** – Maintain up-to-date knowledge through continual learning, professional development, and adherence to recognised standards and best practices.
 6. **Report and Mitigate Misuse** – Take appropriate action when encountering unethical AI practices or violations of applicable regulations or standards.
 7. **Respect Intellectual Property and Diversity of Perspectives** – Value collaboration, cultural sensitivity, and inclusiveness across disciplines and communities.
-

Disciplinary and Enforcement Process

Violations of this Code may result in disciplinary action, including suspension or revocation of GAICC certification.

Complaints or ethics concerns may be submitted confidentially to the **GAICC Ethics and Compliance Committee**, which oversees investigations, recommendations, and fair resolution procedures.

Acknowledgment

All GAICC-certified professionals are required to confirm their acceptance of the **Code of Conduct and Ethics** during application, renewal, or recertification.

Adherence to this Code reinforces global confidence in GAICC-certified practitioners and the responsible governance of Artificial Intelligence technologies.

9. Frequently Asked Questions (FAQ)

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1. What is the GAICC ISO/IEC 42001 Foundation certification?

It is an **entry-level, internationally recognised credential** that validates understanding of the core concepts, structure, and ethical principles of **ISO/IEC 42001: 2023**, the global standard for Artificial Intelligence Management Systems (AIMS).

The certification confirms foundational awareness of AI governance, risk, and responsible-AI practices.

2. Who should apply for this certification?

This certification is ideal for:

- Professionals seeking a formal introduction to AI governance and ISO standards.
 - Team members supporting AIMS initiatives within organisations.
 - Students, researchers, or early-career practitioners entering the AI ethics, compliance, or risk domain.
 - Individuals preparing to pursue GAICC Lead Implementer or Senior Lead Implementer credentials.
-

3. What are the eligibility requirements?

- **Education:** Open entry – no specific qualification required.
 - **Experience:** Not required.
 - **Training:** Completion of at least 16 contact hours of structured ISO/IEC 42001 fundamentals training delivered by GAICC-authorized providers or equivalent recognised institutions. Students can also fulfil this requirement by completing GAICC self-paced courses.
-

4. How many questions are in the exam and how long does it take?

The exam consists of **40 questions** (35 scored + 5 unscored pre-test items). Candidates have **60 minutes (1 hour)** to complete it.

5. What is the passing score?

A minimum scaled score of **70 %** is required to pass.

6. How often can I take the exam?

Each candidate receives **one complimentary retake** within a **one-year eligibility period** if the first attempt is unsuccessful.

Additional retakes may be purchased at a discounted fee during the same eligibility window.

7. What is the certification validity period?

The Foundation certification is valid for **three (3) years** from the date of issue.

8. How do I maintain or renew my certification?

Certified professionals must complete a minimum of **20 Continuing Professional Development (CPD)** hours within each three-year cycle and submit a renewal application with the required fee.

9. What does the exam cover?

The exam assesses knowledge across **three domains**:

1. Fundamentals of AI Governance and the ISO/IEC 42001 Framework
 2. Core Components of the Artificial Intelligence Management System (AIMS)
 3. Responsible AI, Ethics, and Stakeholder Awareness
-

10. What is the exam format?

The exam uses **multiple-choice and scenario-based questions** delivered through the **GAICC Online AI-Proctored Testing Platform** or at approved test centres.

11. How much does the exam cost?

Current examination and membership fees are published in the applicable GAICC Candidate Handbook and at www.gaicc.org.

12. How much is the membership fee?

Current examination and membership fees are published in the applicable GAICC Candidate Handbook and at www.gaicc.org.

13. How long does GAICC take to process an application?

Online applications are reviewed within **five (5) calendar days**, provided all training documents are complete.

If selected for audit, additional verification may extend processing time.

14. What happens if I fail to renew my certification?

If renewal requirements are not met by the expiry date, your status becomes **“Lapsed.”**

You may reinstate within **12 months** by completing renewal steps; after that period, full re-examination is required.

15. Does GAICC provide digital credentials?

Yes. Upon certification, you receive a **digital badge and certificate** that can be shared on LinkedIn, résumés, and professional profiles.

16. How can I contact GAICC for support?

Global AI Certification Council (GAICC)

Level 3, 21 Putney Way, Manukau, Auckland 2104, New Zealand

✉ Email: support@gaicc.org

🌐 Website: www.gaicc.org