GAICC

ISO/IEC 42001 Foundation

Certification Scheme Document

This document defines the certification scheme for ISO/IEC 42001 Foundation: the competence it certifies, how that competence is assessed, and the rules under which certification is granted, maintained, suspended and withdrawn. It is written to support conformity with ISO/IEC 17024 for the certification of persons.

Field	Value
Document ID	GAICC-SCH-FND42001-001
Version	1.2
Issued	30 October 2026
Scheme owner	Global AI Certification Council (GAICC)
Credential	ISO/IEC 42001 Foundation
Credential tier	Tier 1
Scheme basis	ISO/IEC 17024 for certification of persons
Subject standard	ISO/IEC 42001:2023, First edition, 2023-12
Related documents	Exam Content Outline, Candidate Handbook, Course Curriculum GAICC-CUR-FND42001-001
Fact authority	GAICC-QMS-FR-42001-001 (Standard Fact Register v1.0)

This document contains no fee amounts. Exam Content Outlines carry no fee amounts at all. Candidate Handbooks carry examination and membership fees only, never training prices. certifications.gaicc.org/fees.html is the single source of truth.

1. Purpose and scope

This scheme certifies that an individual holds the competence described in section 4 in relation to ISO/IEC 42001:2023, at the Foundation level.

The scheme certifies persons. It does not certify organisations, and holding this credential does not imply that any organisation the holder works for conforms to ISO/IEC 42001. Organisational certification is granted only by an accredited certification body following an audit.

Certification is not a legal qualification. It does not confer authority to act as a regulator, and it does not by itself demonstrate compliance with any law, including the EU AI Act or any other AI regulation.

2. Normative basis

Reference	Role in this scheme
ISO/IEC 17024	Requirements for bodies operating certification of persons. The scheme is designed against these requirements.
ISO/IEC 42001:2023	The subject standard. All assessed content derives from it.
ISO/IEC 22989:2022	The single normative reference of ISO/IEC 42001. Its vocabulary applies to this scheme by the same route.
ISO/IEC 23894	Referenced as guidance on AI risk management. Informative to this scheme.
ISO/IEC 42005	Referenced as guidance on AI system impact assessment. Informative to this scheme.
ISO/IEC 42006	Requirements for bodies auditing AI management systems. Context for candidates, not a requirement on them.
GAICC-QMS-FR-42001-001 (Standard Fact Register v1.0)	The authority for every factual claim in examination items and in course materials.

3. Scheme governance and impartiality

GAICC operates this scheme through a scheme committee that is responsible for the competence model, the Exam Content Outline, the examination blueprint and the cut score. Committee membership is drawn to represent the interests of candidates, employers, practitioners and users of certified services, and no single interest holds a controlling voice.

3.1 Separation of training from certification

GAICC publishes training material and authorises training partners. To protect impartiality:

- Certification decisions are made by the Certification Decision Authority, which is independent of the training function.
- Completion of GAICC training is not a condition of certification. The routes in section 6 are equivalent.
- Examination items are not disclosed to trainers, and trainers do not participate in scoring or in certification decisions.

- Personnel involved in item development declare conflicts of interest and are excluded from decisions affecting candidates they have trained or employed.

GAICC runs a separate certification body site, certifications.gaicc.org, distinct from the training site gaicc.org. Scheme documents, fees and candidate rules are published on the certification body site, which is the single source of truth.

4. Competence model

The competence model is derived from an analysis of the tasks a practitioner at this level performs, and is expressed as the examination domains below. Domain weightings determine how many items each domain contributes to a form.

Domain	Title	Weighting
I	Fundamentals of AI Governance and the ISO/IEC 42001 Framework	40%
II	Core Components of the Artificial Intelligence Management System	40%
III	Responsible AI, Ethics and Stakeholder Awareness	20%

Depth of competence. Awareness and comprehension. The learner must be able to state what the standard requires, why an AI management system differs from other management systems, and where each requirement sits. They are not yet expected to design or judge an implementation.

Audience. Anyone needing a working understanding of ISO/IEC 42001: managers, product owners, compliance and risk staff, procurement, and those preparing to join an implementation team.

4.1 Cognitive distribution

Every examination form is built to this distribution. It is stated here so that a candidate, an employer and an assessor can all see the standard of judgement the credential represents.

Cognitive level	Share of form
Remember	15%
Understand	35%
Apply	30%
Analyse	15%
Evaluate	5%

Formative assessment never exceeds the summative level. Module quizzes are written to the same cognitive distribution as the examination. A quiz pitched above the examination it prepares for gives a misleading readiness signal and is treated as a defect.

5. Eligibility

Criterion	Requirement
Prerequisite credential	None
Experience	None required
Training	Required: at least 16 contact hours of structured ISO/IEC 42001 Foundation training by one of the routes in section 6, completed before the examination. Training for another GAICC certification does not count toward these hours.
Minimum age	18 years

Eligibility criteria are applied consistently to every candidate. Where a criterion is stated as recommended, it is not used to refuse an application.

6. Training routes

The required 16 contact hours may be completed by any one of three equivalent routes. No route confers an advantage in the examination, and no provider has access to live examination content. Evidence is a certificate of completion stating the provider, program title, contact hours and completion date.

1. GAICC self paced course
2. A GAICC Authorized Training Partner or Certified Instructor
3. Equivalent contact hours from a GAICC recognized institution

7. Examination specification

Property	Value
Scored items	40
Format	40 single answer multiple choice with four options A to D
Time allowed	60 minutes
Pass mark	70% provisional, confirmed per form by the standard setting study in section 9
Delivery	Online only, AI proctored on the GAICC hub (no test centre option)
Open book	No, closed book
Languages	English, other languages on request
Attempts	One attempt per registration, plus one free resit within 12 months of registration
Blueprint	Built to the Exam Content Outline domains and weightings in section 4

7.1 Items per domain

Domain	Weighting	Items
I. Fundamentals of AI Governance and the ISO/IEC 42001 Framework	40%	16
II. Core Components of the Artificial Intelligence Management System	40%	16
III. Responsible AI, Ethics and Stakeholder Awareness	20%	8
TOTAL	100%	40

Item counts are the target for a form. A published form may vary by one item per domain to accommodate item retirement, provided the total and the overall weighting are preserved.

8. Item development and review

Every item passes the following gates before it can appear on a live form. An item failing any gate is returned for rework or retired.

Factual gate. The item and its rationale are checked against GAICC-QMS-FR-42001-001 (Standard Fact Register v1.0). Any item asserting a fact the register contradicts is rejected outright, including where the wrong fact appears only in the answer key or rationale.

Blueprint gate. The item is tagged to one domain, one cognitive level and one difficulty label from the vocabulary easy, moderate, hard, very-hard. No other difficulty word is used anywhere a candidate can see.

Construction gate. Four options for single answer items and five for multi answer. No cueing language. The key is not systematically the longest option. Distractors are plausible to a candidate who has not mastered the objective.

Rationale gate. Every item carries a rationale that states why the key is correct, citing the clause or control, and why each distractor is wrong.

Independence gate. No item can be answered from another item on the same form.

Why the factual gate is stated first. A factual review of GAICC materials completed on 25 August 2026 found a practice question whose designated correct answer asserted a fact that ISO/IEC 42001 contradicts. A candidate who learned it would answer the real examination incorrectly. The factual gate exists so that this cannot recur.

9. Standard setting

The pass mark is 70%, confirmed for each form by a modified angoff study per examination form. Subject matter experts rate the probability that a minimally competent candidate answers each item correctly; those ratings are aggregated to a cut score for the form.

Where the study produces a cut score materially different from the provisional mark, the study result governs for that form and the difference is recorded. Cut scores are not adjusted to achieve a target pass rate.

10. Examination delivery and security

Control	Provision
Delivery platform	hub.gaicc.org, online only (no test centre option)
Proctoring	AI proctoring for all examinations, which are delivered online only
Item bank security	Live forms are held separately from practice material. Practice forms share no items with any live form.
Form rotation	Forms are rotated and items retired on a defined cycle
Candidate conduct	Candidates agree to the examination rules before starting. Breaches are handled under section 14.
Reasonable adjustments	Available on request, arranged before the examination is scheduled

Practice forms must never duplicate a live form. A portfolio review found one GAICC credential whose published practice examination was a verbatim copy of the live form. Under this scheme a practice form sharing any stem with a live form is withdrawn immediately and the live form is rotated.

11. Results and the certification decision

Provisional result on screen at completion; the Certification Decision Authority confirms the certification decision within 72 hours.

The certification decision is made by the Certification Decision Authority on the basis of the scored result and the candidate eligibility record. The decision is not made by anyone who trained the candidate or who developed the specific form sat.

Candidates receive their overall result and, where a result is a fail, domain level feedback sufficient to guide further study. Item level content is never disclosed.

12. Certificate, validity and use of the mark

Property	Value
Validity	3 years from the date of certification
Scope of claim	The holder may state that they hold the credential while it is valid
Use of the mark	In accordance with the GAICC Use of Certificates and Marks rules
Prohibited claims	The holder must not imply that any organisation is certified, that GAICC endorses their employer, or that the credential constitutes legal or regulatory approval
Register	Certification status is verifiable through the GAICC register

13. Recertification

Certification is valid for 3 years and sits in renewal Tier 1. It is maintained by completing 20 hours of continuing professional development over the 3 year cycle, distributed across the three competencies of the GAICC AI Competence Triangle as shown below, reaffirming the GAICC Code of Ethics, paying the renewal fee set out in the Candidate Handbook, and recertifying in accordance with GAICC-QMS-PRO-REC-001.

CPD competency	Hours per cycle	What counts
Technology	9	AI systems, data, models, tooling and technical controls
Humanity	4	ethics, human oversight, fairness, transparency and impact on people
Strategy	7	governance, policy, risk, assurance and organizational alignment

A 3 month grace period applies after expiry. Where CPD evidence is insufficient, or a certification has lapsed beyond the grace period, the holder re-establishes competence by re-examination.

14. Suspension and withdrawal

Certification may be suspended or withdrawn where the holder:

- breaches the examination rules or is found to have gained certification improperly
- misuses the certification mark or misrepresents the scope of the credential
- fails to meet recertification requirements within the grace period
- breaches the GAICC Code of Ethics

The holder is notified in writing with reasons, and may appeal under section 15. Withdrawn certifications are removed from the register.

15. Appeals and complaints

There is no fee to lodge an appeal or complaint. An appeal against a certification decision, and a complaint about the scheme or its operation, are handled by personnel not involved in the matter appealed or complained of.

Outcomes are communicated in writing. Where an appeal identifies a defect in an item, a form or the scheme, the defect is corrected and every candidate affected by it is identified and remediated.

16. Confidentiality and records

Candidate personal information and examination responses are treated as confidential and are used only for operating the scheme, except where disclosure is required by law. Item banks, forms and standard setting data are confidential without exception.

Records of eligibility, results, certification decisions, appeals, complaints and scheme reviews are retained for at least one full certification cycle beyond the period to which they relate.

17. Scheme review

The scheme is reviewed at least annually, and additionally whenever any of the following occurs:

- ISO/IEC 42001 or its normative reference is amended or revised
- the Standard Fact Register is revised in a way that affects assessed content
- examination performance data indicates a domain or item is not functioning as intended
- an appeal or complaint identifies a scheme defect
- the regulatory environment changes in a way that affects the competence model

Review outcomes are recorded, and any change affecting candidates is published before it takes effect.

18. Revision history

Version	Date	Change
1.0	25 August 2026	First issue. Establishes the scheme against the corrected fact base, adds the factual gate to item development, and separates practice forms from live forms.
1.1	21 October 2026	Training is now required: at least 16 contact hours before the examination (previously recommended), with no credit for training taken for another GAICC certification. Experience: no experience required. Renewal moves to Tier 1: 20 CPD hours per 3 year cycle across the GAICC AI Competence Triangle (Technology 9, Humanity 4, Strategy 7), replacing the four CPD categories, with a 3 month grace period; the renewal fee is in the Candidate Handbook. Program names use American English. Matches the requirements published on certifications.gaicc.org and gaicc.org.
1.2	30 October 2026	Examinations are online only, AI proctored on hub.gaicc.org; the test centre option is withdrawn. Attempts: one attempt per

Version	Date	Change
		registration plus one free resit within 12 months of registration.