



Australian Government

**Assessment Requirements for BSBCON401
Work effectively in a business continuity
context**

Release: 1

Assessment Requirements for BSBCON401 Work effectively in a business continuity context

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- assess and review business continuity organisational policies and procedures and risk treatments
- undertake emergency response and business continuity training
- identify own role within the organisation's emergency response and continuity strategy
- recognise internal and external risks and report to senior personnel.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain the overall operations of the organisation, including existing data and information systems
- explain how own role contributes to the work of others
- identify the relevant legislation, regulations, standards and codes of practice that impact business continuity.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the industry capability – continuity field of work and include access to:

- risk management policies and procedures
- business continuity management framework
- business impact assessments and strategies
- case studies and, where possible, real situations.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>