



Australian Government

Assessment Requirements for BSBCUE501 Develop business continuity strategy

Release: 1

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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:

- develop, document implement and review business continuity plans that meet organisational and legislative requirements
- manage effective consultation and feedback from stakeholders.

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 emergency procedures for site and organisation
- identify infrastructure employed in a business environment, including facilities, technology, resources and systems
- identify key personnel within workplace management structure
- outline work health and safety (WHS) requirements in workplace
- explain organisational crisis management and disaster recovery plans
- identify other relevant organisational, statutory, regulatory and legislative requirements
- outline organisation's expectations in relation to continuity of key business activities in time of crisis or incident
- outline principles of contingency planning.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the stakeholder relations – customer engagement field of work. This includes access to:

- information and databases for analysis activities

- relevant legislation, standards and guidelines
- interaction with others
- training records and minutes of meetings where business continuity has been discussed or training has been implemented.

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>