



Australian Government

PSPSEC016 Define information systems framework

Release: 1

PSPSEC016 Define information systems framework

Modification History

Release	Comments
1	This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PSPSEC601A Define information systems framework. • Unit code updated • Content and formatting updated to comply with new standards • All PC transitioned from passive to active voice

Application

This unit describes the skills required to identify and establish the information system security framework for an organisation or a business unit at functional level. It includes determining the organisational context, determining principal areas of risk, determining system requirements and establishing the security framework.

This unit applies to those with organisation-wide responsibility for defining systems and procedures which impact on organisational security.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to defining information systems for security.

Those undertaking this unit would work autonomously while frequently accessing and evaluating support from a broad range of sources. They would perform sophisticated tasks in a broad range of contexts.

No licensing, legislative or certification requirements apply to unit at the time of publication.

Competency Field

Security

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Establish the organisational context	1.1 Identify and document legislative and regulatory requirements for the organisation. 1.2 Analyse legislation for any information management security implications and document outcomes. 1.3 Review organisational purpose and function for compliance requirements. 1.4 Analyse broad social context in which the organisation operates to determine community expectations.
2. Determine the principal areas of risk requiring information strategy	2.1 Review and update existing risk analyses. 2.2 Review and document regulatory requirements and legal liabilities for their impact on the information systems framework. 2.3 Determine and document risks and liabilities to be managed by information systems, informing the development of the framework.
3. Determine the information system requirements for each business function	3.1 Analyse risks, liabilities and regulatory requirements. 3.2 Document and communicate identified requirements as evidence to be captured as records. 3.3 Formulate information system specifications from the evidence requirements. 3.4 Determine information security requirements. 3.5 Determine specifications for information systems security measures.
4. Establish information systems framework for organisation	4.1 Develop and communicate an overview of responsibilities for information management within the organisation. 4.2 Define responsibilities and authorities in relation to regulatory requirements. 4.3 Define information management responsibilities and rights for each business function. 4.4 Integrate identified risks and liabilities managed by information systems. 4.5 Define, assign and document levels of accountability and responsibility within the framework. 4.6 Formulate and document security procedures for information systems.
5. Obtain approval	5.1 Communicate completed and documented framework for review

for framework	and endorsement. 5.2 Establish review process and assign appropriate persons with maintaining the currency of the organisation's information systems framework.
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Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PSPSEC601A Define information systems framework.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>

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Assessment Requirements for PSPSEC016 Define information systems framework

Modification History

Release	Comments
1	These Assessment Requirements were released in PSP Public Sector Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least two occasions.

- applying legislation, regulations and policies relating to government information systems security
- analysing process functions and problems
- preparing, compiling and writing complex documents and reports
- communicating complex relationships and processes effectively to users and management
- documenting complex relationships and processes
- identifying and viewing component parts as integral elements of the whole system
- reading and interpreting mathematical concepts and values embedded in specifications and complex technical documentation
- analysing and interpreting legal, regulatory and security requirements and organisation policies and procedures
- analysing and synthesising documentation, verbally delivered information, and observed behaviours
- consulting with diverse stakeholders to elicit relevant information for analysis

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

Operational knowledge of:

- legislation, regulations, policies, procedures and guidelines relating to government information system security

- equal employment opportunity, equity and diversity principles
- public sector legislation in the context of government information systems security
- sources of information about jurisdictional requirements for information systems
- equal employment opportunity, equity and diversity principles
- public sector legislation, including WHS and environment, in the context of government information systems security
- requires comprehensive knowledge of functions and structures in the organisation
- policies and strategies that apply across the jurisdiction
- information management principles and processes
- information security requirements

Assessment Conditions

Assessment of this unit requires evidence gathered over time in a workplace environment or one that closely resembles normal work practice and replicates the diverse conditions likely to be encountered when defining information systems.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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