

# Business Resilience Policy

## Section 1 - Summary

(1) This Policy establishes Victoria University's (VU's) commitment to a formal business resilience framework, implemented by a multi-disciplinary steering group, to provide coordinated oversight and governance of multiple business resilience and continuity disciplines. The Policy and supporting plans and procedures will ensure a continuous review and improvement cycle, building on VU's ability to prepare for and manage unexpected events.

## Section 2 - TEQSA/ASQA/ESOS Alignment

(2) HESF: Standard 6.2 Corporate Monitoring and Accountability (Standards 6.2.1e, 6.2.1i & 6.2.1j.).

(3) Standards for Registered Training Organisations (RTOs) 2015 (Cth): Standard 7.

(4) National Code of Practice for Providers of Education and Training to Overseas Students 2018 (Cth): Standard 5 (Younger overseas students), Standard 6 (Overseas student support services).

## Section 3 - Scope

(5) This Policy applies to all Staff and students of the University.

## Section 4 - Definitions

(6) Business Resilience: is the overarching term that links incident management and business continuity disciplines.

(7) Business Resilience Steering Group: Multi-disciplinary team providing expertise in key business resilience categories.

(8) Crisis: is an event or situation that has the potential to threaten the ongoing operations, viability or reputation of VU, and requires a strategic, adaptive and timely response.

(9) Crisis Management Team: Executive lead and supporting staff who coordinate information and resources to ensure an effective and efficient strategic response to significant incidents.

(10) Staff: Staff means:

- all employees of the University, on all domestic and offshore locations, including student residences, and while engaged in all work-related activities such as conferences and work-sponsored social occasions;
- all contractors and consultants performing work on University sites or on behalf of the University;
- visiting academics, honorary, adjunct and exchange staff;
- the Council and its committees; and
- any volunteer in the workplace and study environment.

# Section 5 - Policy Statement

(11) VU is committed to organisational and financial sustainability, a key pillar of which is to utilise an operating model that ensures VU is agile and creative and able to adjust quickly to disruption.

(12) Through the implementation of a business resilience framework, VU will ensure:

- a. a coordinated approach to the identification, prevention and planning for crises and disruptive events; and,
- b. an effective University-wide response and recovery strategy to limit damage and minimise negative impacts to students, staff, operations and reputation.

## Business Resilience Framework

(13) A business resilience framework provides the foundation for VU to protect, detect, respond and recover from adverse events and crises by:

- a. assisting in the response to emergencies and incidents that impact services, students and staff;
- b. enabling efficient and effective communication with key internal and external stakeholders to safeguard VU's brand and reputation;
- c. helping VU to recover and resume operations during unexpected disruptions; and,
- d. enabling the effective management of non-emergency crises including cyber and privacy breaches, integrity and ethical issues.

(14) Business resilience activities and accountabilities are allocated across three distinct and interrelated groups:

Group/Team	Accountabilities
Business Resilience Steering Group (BRSG)	Provide governance oversight of resilience disciplines: <ul style="list-style-type: none"><li>- Monitoring of policies and procedures to ensure consistency and consideration of cross-disciplinary requirements</li><li>- Assessment of enterprise level risks and provision of recommendations to the Vice-Chancellor's Group (VCG) on mitigation strategies</li><li>- Coordination of training and awareness activities across portfolios</li><li>- Provide assurance to the Audit and Risk Committee and University Council on the adequacy of business resilience and continuity practices</li><li>- Review and endorse the <a href="#">Business Resilience Framework</a></li></ul>
Crisis Management Team (CMT)	Manage strategic response to Crises including: <ul style="list-style-type: none"><li>- Crisis assessment</li><li>- Allocation of resources</li><li>- Crisis communication</li><li>- Development of recovery strategies</li><li>- Post-incident reviews and reports to BRSG</li></ul>
Operational Teams	Operational planning and response: <ul style="list-style-type: none"><li>- Emergency and first line response</li><li>- Provision of expert advice and support to CMT and BRSG</li><li>- Identification and assessment of operational key risks</li><li>- Development of policies and procedures to manage identified risks</li></ul>

(15) The [Business Resilience Framework](#) incorporates the functions and disciplines of:

- a. Business Continuity
- b. Emergency management / Critical Incident response

- c. Integrity / Ethics - including privacy and data protection, academic and research integrity, misconduct and complaints.
- d. IT Security and Disaster recovery planning
- e. Security - including security planning and infrastructure.

## **Section 6 - Procedures**

(16) Nil.

## **Section 7 - Supporting Documents and Information**

(17) [Business Resilience Framework](#)

(18) Business Resilience Steering Group Charter (tba)

(19) Crisis Management Plan (tba)

(20) Business Continuity Plan (tba)

(21) Emergency Management Plan (tba)

(22) Disaster Recovery Plan (tba)

## Status and Details

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<b>Accountable Officer</b>	Lisa Line Deputy Vice-Chancellor Enterprise and Digital Lisa.Line@vu.edu.au
<b>Responsible Officer</b>	Stuart Hildyard Chief Digital Officer and Executive Director Campus Services 9919 5576
<b>Enquiries Contact</b>	David Amoore Senior Manager Business Resilience & Critical Incidents 9919 5543