# Business Impact Analysis – COVID-19 Delta Variant

Faculties and Directorates returning to campus after the COVID-19 Delta ‘Stay at Home’ Public Health Order are required to undertake a Business Impact Analysis in response to COVID-19 presentations on campus. This process will identify risks and impacts in relation to critical activities to faculties and directorates and determine basic recovery requirements.

Major business continuity risks for faculties and directorates associated with potential or positive COVID-19 presentations on campus or in the local community are as follows:

* Multiple staff identified as close contacts and forced to self-isolate for 14 days
* Multiple staff identified as casual contact and forced to self-isolate until negative test results are received, potentially up to 5 – 7 days
* Multiple staff contracting COVID-19 and being off work for 14 + days
* Campus access restricted and buildings unable to be accessed for an undetermined period

Potential risk mitigation strategies for faculties and directorates to ensure business continuity from potential or positive COVID-19 presentations on campus or in the local community are as follows:

* Mixed modality working arrangements of on campus and off campus teams
* Team based working arrangements on campus to ensure individuals do not come in contact with each other
* All team members working from home if risks cannot be controlled
* University COVID Safe controls
* Change in business operations to limit contact between individuals
* Change in on campus working locations – please note that no extra space is available on campus to facilitate this, only existing space allocated to faculties and directorates can be utilised

## Business unit: Insert BU Name Here

Critical Business Activities are defined as primary business functions that must continue in order to support your Directorate or Faculties function and contribution to the University.

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| **Critical Business Activity That Could Be Effected by COVID-19** | **Description** | **Impact Rating**  [1. Severe, 2. Major, 3. Moderate, 4. Minor, 5. Insignificant] See next page | **Impact of losses**  [ Describe losses in terms of health & safety, revenue, cost, students, staff, service delivery, reputation, organisation, legal/statutory]] | **Maximum Tolerable Outage**  [< 4hrs, 1 day, 2 days, 1 week, 2 weeks, > 1 month etc.] | **Vital Records/Artifacts**  [List vital paper records, specimens, historical relics, works of art, musical equipment, specimens, animals or equipment] | **Risk Mitigation Strategy from**  **COVID-19**  [Distributed working models, team based Working arrangements, Working from home.] |
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## Corporate Risk Impact Ratings (UNE Corporate Risk Management Rule – Framework)

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| **Rating** | **Definition** |
| 1.Severe | The impact from the consequences of corporate risk, if they were to occur, would result in the BU’s Critical Business Activity being unachievable. |
| 2. Major | The impact of the consequences of the corporate risk, if they were to occur, would render a significant proportion, or component, of the BU’s Critical Business Activity being unachievable. |
| 3. Moderate | The impact of the consequences of the corporate risk, if they were to occur, would significantly obstruct the BU’s Critical Business Activity. |
| 4. Minor | The impact of the consequences of the corporate risk, if they were to occur, would significantly delay or impair the BU’s Critical Business Activity. |
| 5.Insignificant | The impact of the consequences of the corporate risk, if they were to occur, can be managed by the University so as to not impede the achievement of the BU’s Critical Business Activity |

SAVE this Business Continuity Impact Analysis to **TRIM** container: A21/3419 STRATEGIC MANAGEMENT - IMPLEMENTATION - COVID-19 (COVID 19 CORONAVIRUS) - RETURN TO WORK - SEPTEMBER 2021. Please do not send to EBE or WHS (if you have any issues accessing TRIM – contact: [records@une.edu.au](mailto:records@une.edu.au)).