

BUSINESS CONTINUITY MANAGEMENT

Approved by Board Minute: 5544

Date: 29 August 2008


Company Secretary

APPLICATION:

This policy applies to all PCQ Employees. Treatments may involve other stakeholders including port users and Shareholding Ministers.

POLICY:

A BCM Plan is required to provide risk mitigation and recovery guidance to PCQ Stakeholders following disruption/s for each PCQ location and requires the following items:

1. A brief description of the port's operational environment inclusive of risk identification and assessment;
2. Critical business processes and business impact analysis;
3. Potential disruptive impact with minimal acceptable operation levels;
4. Key Objects to perform critical business processes;
5. Maintenance of the BCM Plan; and,
6. Implementation and Training.

PCQ's Business Continuity Management (BCM) system aims to minimise the outage time following a port disruption. It is not intended to become or replace any part of the Emergency Response Plan (ERP) which is primarily designed to render a site safe in the event of emergency situation. The purpose of BCM Plans is to provide guidance to relevant stakeholders on likely durations and appropriate courses of action for various outage types.

PROCEDURAL IMPLICATIONS:

Related policies:

- Risk Management
- Maintenance of Port Facilities
- Provision of Port Facilities
- Board Delegations

REVIEW DATE:

To be reviewed by June 2011.