

Australian Digital Continuity Plan	
Summary	
ID	OS14
Initiative	National Archives of Australia
Short description	<p>Digital continuity is an approach to keeping and managing digital information to ensure that it can be used in the way that is required for as long as required, and no longer.</p> <p>Digital continuity ensures information is complete, available and usable by those with a need for it. It also ensures the information is not kept for longer than needed. Information is useable when you can:</p> <ul style="list-style-type: none"> - find it when you need it - open it when you need it - work with it in the way you need to - understand what it is and what it is about, and - trust that it is what it says it is. <p>Information is a key component of normal business activity, yet information today is more vulnerable than it ever has been. Agencies cannot afford to ignore information management, because lost, unreliable or poorly controlled information can have a significant impact on the quality and effectiveness of decision-making and other aspects of business. Increasingly, information in digital formats comprises a major component of business. As a consequence, digital information management needs to be considered as an integral component of business governance.</p> <p>Decisions that impact digital continuity should be based on an understanding of risks and the costs and the value of the information. Responsibility for digital continuity rests with individual agencies. Your agency can use this document and other more detailed advice to formulate and implement a plan to address digital continuity. Your plan should include a staged or incremental approach to digital continuity, addressing areas of highest business priority and business risk first.</p>
Owner	Australian Government
Contact	archives@naa.gov.au
Type	Framework
Sub-Type	Approach
IPR	Copyright National Archives of Australia 2015
Status	Operational
More details	
Aggregated business need	Not Applicable
Documentation	https://www.naa.gov.au/information-management/information-management-policies/digital-continuity-2020-policy
EIRA	
View	Organisational View
Building Block	Public Service

Reusability

Landscape

