

ROAD TO RECOVERY

Key Enablers Checklist

- Technology



Enabling Digital Technology

This tool will step through assessment criteria and questions to help you kickstart planning your recovery and resumption. Its designed to enable you to navigate and plan for use of the resources of your organisation.

Can your business make use and adapt its current technology, tools and other digital assets?				
	Yes	No	Not Sure	Comments
Have you identified how technology could provide opportunities for better ways of working post Covid-19?				
Have you identified work processes that could be done digitally?				
Have you identified technology opportunities that could be used to support your restart?				
Have you spoken to any outsourced service providers to help with your technology needs?				
Remote Working				
Are you considering employee preferences for working remotely or from the office?				
Do you have technology and support systems to supports remote, flexible or work from home arrangements for staff and volunteers?				
Do you have sufficient infrastructure (e.g. bandwidth, access licences) to manage remote work?				
Security				
Do you have a process to identify information management and cyber security risks?				
Have you assessed the effectiveness of security controls in place?				
Have you undertaken a risk assessment of your virtual working arrangements and data security?				
Have you risk assessed use of personal equipment by staff and volunteers for work-related purposes?				
Have you updated and communicated policies for staff for the use of home computing devices?				
Clients				
Can you provide a digital equivalent of your existing support, service or program?				
Are you considering using digital technology to reach a greater audience and client base?				
Have you identified digital opportunities and trends to help adapt to changing client behaviours?				
Have you started planning for opportunities to use digital technology to adapt your delivery of services or programs to your client base?				