



Australian Government
Civil Aviation Safety Authority

OFFICE OF THE CHIEF EXECUTIVE OFFICER

CASA Ref: GI21/22-1

19 February 2021

Mrs Lucy Wicks MP
Chair
Joint Parliamentary Committee of Public Accounts and Audit
Inquiry into Governance in the Stewardship of Public Resources
PO Box 6021
Parliament House
CANBERRA ACT 2600

Dear Mrs Wicks

IMPLEMENTATION OF THE DIGITAL CONTINUITY 2020 POLICY

Thank you for the opportunity to provide an update on Civil Aviation Safety Authority's (CASA's) audit recommendation, contained in the Auditor-General Report 11 (2019-2020), *Implementation of the Digital Continuity 2020 Policy*.

As intimated in the Auditor General Report, CASA has now finalised the work of Recommendation no. 6.

In finalising the response to the recommendation, CASA has enhanced its information management guidance and implemented the Business Systems Assessment Framework (BSAF). Some of the enhancements include:

- Developing an Information Management Directive (the directive) to provide staff further guidance on the creation and management of information throughout its life cycle. The directive confirms CASA supports electronic business through developments including the implementation of a digital signature model to allow the distribution of verifiable electronic documents from CASA to the wider aviation community.
- By implementing the BSAF all business systems meet functional requirements for information management. CASA completed its initial response to the BSAF in late 2018 and provided an extract to the National Archives of Australia in early 2019. CASA then undertook two further reviews in 2020 and added additional applicable business systems identified in the reviews. CASA will continue to add or reassess systems as the need arises.

I trust this information is of assistance.

Yours sincerely 



Graeme M. Crawford
Acting Chief Executive Officer and
Director of Aviation Safety