

# Pandemic planning in the workplace

## A guide for Queensland's small and medium businesses

This fact sheet provides tips on where to find information on influenza pandemic planning. In the event of an influenza pandemic, governments will make every effort to provide timely and reliable advice to the public, media, businesses and industries, through all available means including television, radio, newspapers, internet sites and public information hotlines.

### Business continuity information

Being prepared for an influenza pandemic: a kit for small business and a business continuity guide for Australian businesses.

#### [www.industry.gov.au/pandemic\\_business\\_continuity](http://www.industry.gov.au/pandemic_business_continuity)

The kit for small business is a concise Australian Government kit that contains information on pandemic influenza, how a pandemic may affect businesses and includes a range of staff information posters. The Australian Government's business continuity guide includes a pandemic planning checklist, planning scenarios and further staff information posters. It also includes information about pandemic influenza, what governments are doing, how a pandemic might affect businesses and how to minimise impacts, protect staff and manage customers and stakeholders.

#### Disaster resilience

##### [www.business.qld.gov.au](http://www.business.qld.gov.au)

This Queensland Government website provides small business owners with information and practical processes to help them prepare for natural disasters and pandemic influenza.

#### Good security good business

##### [www.business.gov.au](http://www.business.gov.au)

This Australian Government booklet contains advice and ideas about all-hazards security planning for good business.

#### Business continuity planning notes: pandemic influenza

##### [www.qld.gov.au/pandemic](http://www.qld.gov.au/pandemic)

This guide was developed by the Queensland Government to support national planning guides. It includes information on pandemic influenza and associated planning assumptions, protecting staff, managing illness and absenteeism, communication and business continuity planning.

#### Australian Industry Group

##### [www.aigroup.asn.au](http://www.aigroup.asn.au)

This website contains helpful information about preparing your business for an influenza pandemic.

### Influenza pandemic information

#### National action plan for human influenza pandemic

##### [www.pmc.gov.au](http://www.pmc.gov.au)

This document outlines how Australian, state, territory and local governments will work together in pandemic prevention, preparation, response and recovery activities.

#### Australian health management plan for pandemic influenza: important information for all Australians

##### [www.flupandemic.gov.au](http://www.flupandemic.gov.au)

This Australian Government plan provides information on pandemic influenza, government activities, what people can do to prepare and the National Medical Stockpile. The website also includes fact sheets and other useful information.

#### Queensland Government website

##### [www.qld.gov.au/pandemic](http://www.qld.gov.au/pandemic)

A Queensland Government website which provides updated information on how the Queensland Government is preparing and responding to protect and support all Queenslanders from pandemic influenza.

#### World Health Organisation

##### [www.who.int](http://www.who.int)

This international website contains authoritative and up-to-date information about pandemic influenza.

#### Australian Government website

##### [www.healthemergency.gov.au](http://www.healthemergency.gov.au)

An Australian Government website which provides updated information on existing Australian health emergencies.

## Workplace relations information

---

The websites listed contain general information about workplace relations and are already familiar to most businesses. It should be noted that existing industrial relations and workplace health and safety frameworks will continue to apply during a pandemic.

### Queensland Department of Employment and Industrial Relations

[www.deir.qld.gov.au](http://www.deir.qld.gov.au)

### Queensland Workplace Health and Safety

[www.deir.qld.gov.au/workplace](http://www.deir.qld.gov.au/workplace)

### Workplace Authority

[www.workplaceauthority.gov.au](http://www.workplaceauthority.gov.au)

## Other

---

The Department of Foreign Affairs and Trade provides travel advice on its Smart Traveller website –

[www.smartraveller.gov.au](http://www.smartraveller.gov.au)

