

SAPSF: Business Impact Level Tool

Note: The BIL Tool is not intended to be proscriptive, but a tool to assist agencies to assess confidentiality, integrity and availability in a consistent manner across the South Australian Government. Where an agency cannot, or chooses not to, apply a higher classification to sensitive security classified information, that agency must document acceptance of the higher level of risk, and acknowledge of the potential consequences were that aggregation to be compromised. The accountable authority must be responsible for this risk.

Classification	Sensitive information		Security classified information		
	OFFICIAL	OFFICIAL: Sensitive	PROTECTED	SECRET	TOP SECRET
Business Impact Levels (BIL)	1 Low	2 Low to medium	3 High	4 Extreme	5 Catastrophic
Compromise of information would be expected to cause	Not applicable. This is the majority of routine information created or processed by the South Australian public sector.	Limited damage to an individual, organisation or government generally if compromised.	Damage to the state or national interest, organisations or individuals.	Serious damage to the state or national interest, organisations or individuals.	Exceptionally grave damage to the state or national interest, organisations or individuals.
Sub-impact category: Potential impacts to individuals from compromise of the information					
Dignity or safety of an individual (or those associated with the individual)	Information from routine business operations and services. This includes personal information as defined in Premier's Circular PC012 Information Privacy Principles (IPPS) Instructions. ¹	Limited damage to an individual is compromise of personal information ¹ that would lead to: <ul style="list-style-type: none"> a. potential harm, for example injuries that are not serious or life threatening or b. discrimination, mistreatment, humiliation or undermining an individual's dignity or safety that is not life threatening. 	Damage to an individual is: <ul style="list-style-type: none"> a. discrimination, mistreatment, humiliation or undermining of an individual's dignity or safety that leads to potentially significant harm or potentially life-threatening injury. 	Serious damage is: <ul style="list-style-type: none"> a. discrimination, mistreatment, humiliation or undermining people's dignity or safety that could reasonably be expected to directly threaten or lead to the loss of life of an individual or small group. 	Exceptionally grave damage is: <ul style="list-style-type: none"> a. widespread loss of life b. discrimination, mistreatment, humiliation or undermining people's dignity or safety that could reasonably be expected to directly lead to the death of a large number of people.
Sub-impact category: Potential impacts to organisations from compromise of the information					
Entity operations, capability and service delivery	Information from routine business operations and services.	Limited damage to entity operations is: <ul style="list-style-type: none"> a. a degradation in organisational capability to an extent and duration that, while the entity can perform its primary functions, the effectiveness of the functions is noticeably reduced b. minor loss of confidence in government. 	Damage to entity operations is: <ul style="list-style-type: none"> a. a degradation in, or loss of, organisational capability to an extent and duration that the entity cannot perform one or more of its primary functions b. major loss of confidence in government. 	Serious damage to entity operations is: <ul style="list-style-type: none"> a. a severe degradation in, or loss of, organisational capability to an extent and duration that the entity cannot perform any of its functions b. directly threatening the internal stability of South Australia. 	Not applicable ² .
Entity assets and finances, e.g. operating budget	Information compromise would result in insignificant impact to the entity assets or annual operating budget.	Limited damage to entity assets or annual operating budget is equivalent to: <ul style="list-style-type: none"> a. \$10 million to \$100 million. 	Damage is: <ul style="list-style-type: none"> a. substantial financial loss to an entity b. \$100 million to \$10 billion damage to entity assets. 	Not applicable. ²	Not applicable. ²
Legal compliance	Information compromise would not result in legal and compliance issues.	Limited damage is: <ul style="list-style-type: none"> a. issues of legal privilege for communications between legal practitioners and their clients, or prepared for the purposes of litigation b. contract or agreement non-compliance c. failure of statutory duty d. breaches of information disclosure limitations under legislation resulting in less than two years imprisonment. 	Not applicable.	Not applicable.	Not applicable.

¹ The IPPS defines 'personal information' as 'information or opinion, whether true or not, relating to a natural person or the affairs of a natural person whose identity is apparent, or can reasonably be ascertained, from the information or opinion'.

² Impacts on an entity or organisation at this scale are considered a matter of national interest.

SOUTH AUSTRALIAN PROTECTIVE SECURITY FRAMEWORK

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Medical patient/practitioner privilege	Information compromise would not result in compromise to medical practitioner/patient privilege	Limited damage is: a. issues of medical practitioner/patient privilege for communications between medical practitioners and their patients b. breaches of information disclosure limitations under legislation. ³	Not applicable.	Not applicable.	Not applicable.
Aggregated data⁴	An aggregation of routine business information.	A significant aggregated holding of information that, if compromised, would cause limited damage to the state or national interest, organisations or individuals.	A significant aggregated holding of sensitive information that, if compromised, would cause damage to the state or national interest, organisations or individuals. ⁵	A significant aggregated holding of sensitive or classified information that, if compromised, would cause serious damage to the state or national interest, organisations or individuals. ⁵⁵	A significant aggregated holding of sensitive or classified information that, if compromised, would cause exceptionally grave damage to the state or national interest, organisations or individuals. ⁵
Sub-impact category: Potential national interest impacts from compromise of the information					
Policies and legislation	Information compromise from routine business operations and services. For example, this may include information in a draft format (not otherwise captured by higher business impact level).	Limited damage is: a. impeding the development or operation of policies. b. revealing deliberations or decisions of Cabinet, or matters submitted, or proposed to be submitted, to Cabinet ⁶ (not otherwise captured by higher level business impacts).	Damage is: a. impeding the development or operation of major policies	Serious damage is: a. a severe degradation in development or operation of multiple major policies to an extent and duration that the policies can no longer be delivered.	Exceptionally grave damage is: a. the collapse of internal political stability of Australia or friendly countries.
Economy	Information from routine business operations and services.	Limited damage is: a. undermining the financial viability of one or more individuals , minor South Australian-based or owned organisations or companies b. disadvantaging a major South Australian organisation or company.	Damage is: a. undermining the financial viability of a major South Australian-based or owned organisation or company b. disadvantaging a number of major South Australian organisations or companies c. short-term material impact on state or national finances or economy.	Serious damage is: a. undermining the financial viability of a South Australian industry sector (multiple major organisations in the same sector) b. long-term damage to the state or national economy to an estimated total in excess of \$20 billion.	Exceptionally grave damage is: a. the collapse of the state or national economy.
Infrastructure	Information from routine business operations and services.	Limited damage is: a. damaging or disrupting state or territory infrastructure.	Damage is: a. damaging or disrupting significant state or territory infrastructure.	Serious damage is: a. shutting down or substantially disrupting significant national infrastructure.	Exceptionally grave damage is: a. the collapse of all significant national infrastructure.

³ Relevant South Australian legislation includes: *Health Care Act 2008*, *Mental Health Act 2009*, *Children's Protection Act 1993*. Additional relevant legislation may also be applicable.

⁴ A compilation of information may be assessed as requiring a higher security classification where the compilation is significantly more valuable than its individual components. This is because the collated information reveals new and more sensitive information or intelligence than would be apparent from the main source records and would have more significant consequences than compromise of individual documents. When viewed separately, the components of the information compilation retain their individual classifications.

⁵ Where an agency cannot, or chooses not to, apply a higher level of protection to an identified aggregation of sensitive or security classified information, that agency must document acceptance of the higher level of risk, and acknowledgement of the potential consequences were that aggregation to be compromised. The accountable authority must be responsible for this risk.

⁶ This includes official records of Cabinet, Cabinet business lists, minutes, submissions, memoranda or matters without submission, and any other information that has been submitted or proposed to be submitted to Cabinet.

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International relations	Information from routine business operations and diplomatic activities.	Limited damage is: a. minor and incidental damage or disruption to diplomatic relations.	Damage is: a. short-term damage or disruption to diplomatic relations b. disadvantaging South Australia in international negotiations or strategy.	Serious damage is: c. severely disadvantaging South Australia in major international negotiations or strategy b. directly threatening internal stability of friendly countries, leading to widespread instability c. raising international tension or severely disrupting diplomatic relations resulting in formal protest or sanction.	Exceptionally grave damage is: d. directly provoking international conflict or causing exceptionally grave damage to relations with friendly governments.
Crime prevention, defence or intelligence operations	Information from routine business operations and services.	Limited damage is: e. impeding the detection, investigation, prosecution of, or facilitating the commission of low-level crime d. affecting the non-operational effectiveness of Australian or allied forces without causing risk to life.	Damage is: f. impeding the detection, investigation, prosecution of, or facilitating the commission of an offence of two or more years imprisonment. e. affecting the non-operational effectiveness of Australian or allied forces that could result in risk to life.	Serious damage is: g. major long-term impairment to the ability to investigate or prosecute serious organised crime ⁷ f. affecting the operational effectiveness , security or intelligence capability of Australian or allied forces.	Exceptionally grave damage is: h. significantly affecting the operational effectiveness , security or intelligence operations of Australian or allied forces.

⁷ Serious organised crime as defined in the Convention Against Transnational Organised Crime.