

AS 4811:2022



STANDARDS  
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# Workforce screening

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AS 4811:2022

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- Australasian Fire and Emergency Service Authorities Council
- Australian Emergency Management Institute
- Australian Institute of Human Resources
- Australian Risk Policy Institute
- Australian Security Industry Association
- Australian Strategic Policy Institute
- Business Continuity Institute Australasia
- Engineers Australia
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## Preface

This Standard was prepared by the Australian Standards Committee MB-025, Security and Resilience to supersede AS 4811—2006, *Employment screening*.

The objective of this document is to set out requirements and guidance for the development of organizational specific workforce screening policies and processes.

Workforce screening is a risk-based approach that provides an organization with a level of ongoing assurance around the eligibility and suitability of an individual to access organization assets, in order to help achieve the organization's objectives.

This document is intended to be read in conjunction with the following Australian Standards:

- (a) AS 8001, *Fraud and corruption control*
- (b) AS ISO 15489.1, *Information and documentation—Records management, Part 1: Concepts and principles*
- (c) AS ISO 31000, *Risk management—Guidelines*

The major changes

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- (i) Alignment with AS ISO 31000:2018.
- (ii) Amendments to the requirements for review of access.
- (iii) Amendments to the process flow chart.
- (iv) Expansion of the document to include persons who are not designated employees.

The terms “normative” and “informative” are used in Standards to define the application of the appendices to which they apply. A “normative” appendix is an integral part of a Standard, whereas an “informative” appendix is only for information and guidance.

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