

O LE FESOOTA'I MA LE TAULOGOLOGO



O lau pisinisi ma lou nuu, alalafaga ma itumalo



O le mau a le Pulega mo Faalavelave Faanatura a le 'Itumalo o Ueligitone, o le vaega tāua lava i le olaola o le pisinisi i le tuana'i ai o se mala faanatura o le lelei o le mafutaga vava lalata a le pisinisi ma le 'aufaigaluega, o tagata faatau, o le 'aufaioloa gaosi poo le 'ausapalai oloa ma lou nuu, aai ma alalafaga. O le tele o lou auai poo le lelei o lou fesootai atu i isi 'aufaipisinisi, o le pulega ma kulupu o lou 'aai, nuu ma alalafaga, o le tele foi lea o avanoa mo lau pisinisi e olaola lelei ma manuia ai.

O ai ni 'aufaipisinisi o loo e iloa e mafai ona e fesoota'i i ai?



Ia maua sau lisi o le pulega o le faalapotopotoga o pisinisi, 'faalapotopotoga o le 'aufaipisinisi, kulupu a le 'aufaipisinisi ma vaega eseese o le 'aufaipisinisi mai le Matagaluega poo le Faalapotopotoga o Fefaatauaiga.



Saili pe faapefea ona mafai ona avea oe ma o latou sui poo le 'auai foi i le lisi o latou tagata e imeli. O lou auai ai o le a mauaina ai e lau pisinisi ni faamatalaga i lamatiaga ma aafiaga o faalavelave faafuasei, e faatasi ai ma nisi mataupu e tāua i le 'aufaipisinisi.



O atinae faapitoa e faaauauina, fesootaiga ma isi, o le iai o se leo e faasoa ai i fuafuaga faavae poo polisi ma nisi mataupu e tāua tele i le faatinoga o se pisinisi.

O ai la outou pulega faaitumalō ma nuu?

Ia e iloa lelei poo ai faalapotopotoga ma pulega o loo feagai ma tulaga tau i sulufaiga i taimi o faalavelave faafuasei, o le tapunia o auala, o āga ma nisi tulaga e faaeteete ona faatinoina i le taimi o faalavelave faafuasei. Tusi faamau igoa o faalapotopotoga, e faapena foi i faamatalaga o tagata e ono faafesootai i ai pe a manaomia. Afai o loo e iloa le faalapotopotoga poo le pulega e tuuina mai fautuaga i taimi o faalavelave faafuasei, o le a leai sou popolega i le mea e tatau ona e faia faatasi ai foi ma lau pisinisi.



Amata sau kulupu talanoa i le Viber, What'sApp poo le WeChat i lau telefoni feaveai ma valaaulia nisi sui o le 'aufaipisinisi o lou 'aai poo pulega foi e tuuina mai fautuaga mo faalavelave faafuasei ina ia mafai ona tou fesootai i taimi ao le'i tupu le faalavelave, poo le taimi o loo tupu ai foi ma le taimi ua tuana'i ai se faalavelave faafuasei.



SUSU'E LE LAUPEPA.

O lenei pepa o faamatalaga ua tapenaina ina ia mafai ona 'e faaogaina mo **PEPA MO FESOOTAIGA MO FAALAVELAVE FAAFUASEI**. Susu'e le laupepa ma o iina o le a e mauaina ai avanoa e tusi uma ai faamatalaga mo fesootaiga o loo e manaomia ona faamauina.



Fai sau Fuafuaga Faaauau o le Pisinisi (FFP) (Business Continuity Plan/ BCP) ma faagaioi loa.

Afai e leai sau FFP poo lena foi e te lē o mautinoa poo le ā lena mea, faaoga la matou ata ta'iala o le FFP lea e vave ma e 12 laasaga faigofie e mafai ai ona e faia i le 12minute! Asiasi ane i le pipso.org.fj/stayopen

FAAITIITIA LAMATIAGA, IA SAUNIUNI, TALI E TUSA AI MA TOE VAVE FAALELEIA MAI SOO SE FAALAVELAVE.

NO NISI FAAMATALAGA

IA AVEA LOA MA PISINISI SAUNIUNI MO FAALAVELAVE.

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A ma'ea ona faamauina faamatalaga mo fesootaiga i leni pepa, e tatau ona e faamauina faatasi i lau Fuafuaga Faaauuina o le Pisinisi (FFP), SEFE I SOO SE NOFOAGA MA E MAFAI ONA E FAAAOGAINA MAI SOO SE MEA LAVA. Sefe nei faamatalaga ma lau FFP i le vaega teu a le upegaofesootaiga e lē totogia e pei o le Google Drive poo le Dropbox. E mafai ai ona e faaogaina ma faasoa atu ai nei faila i lau 'aufaigaluega e faaoga ai lau komipiuta feavea'i, telefoni feavea'i poo le komipiuta tapeleti (tablet) o loo faaogaina ai le initaneti. Matou te fautuaina ia e faia ni nai kopi lolomi o le FFP ma faamau i laupapa o faasilasilaga a le ofisa ma luga foi o lau kesi.

FESOOTAIGA MO FAALAVELAVE FAAFUASE'I



IGOA O LE PISINISI:



**TAGATA
FAAFESOOTA'I:**



IMELI:



TELEFONI:



TELEFONI FEAVEA'I:



PULEGA MO FAALAVELAVE FAANATURA

O ai la outou pulega mo faalavelave faafuasei ma o a foi o latou faamaumauga mo fesootaiga?

1



TELEFONI FEAVEA'I:

2



TELEFONI FEAVEA'I:

3



TELEFONI FEAVEA'I:

4



TELEFONI FEAVEA'I:

5



TELEFONI FEAVEA'I:



'AUFAPISINISI

Pulega o Pisinisi, Faalapopotoga o le 'Aufaipisinisi ma le 'Aufaigaluega, Pulega i itumalo? O fea e te ono vave maua mai ai ni faamatalaga tāua?

1



TELEFONI FEAVEA'I:

2



TELEFONI FEAVEA'I:

3



TELEFONI FEAVEA'I:

4



TELEFONI FEAVEA'I:

5



TELEFONI FEAVEA'I:

NO NISI FAAMATALAGA

IA AVEA LOA MA PISINISI SAUNIUNI MO FAALAVELAVE.

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'AUFALUEGA MA Ō LATOU FAAMATALAGA MO FESOOTAIGA

1 _____

2 _____

3 _____

4 _____

5 _____

 TELEFONI FEAVEA'I: _____

 TELEFONI FEAVEA'I: _____

 TELEFONI FEAVEA'I: _____

 TELEFONI FEAVEA'I: _____

 TELEFONI FEAVEA'I: _____



NISI FAAMATALAGA TAUA MO FESOOTAIGA

1 _____

2 _____

3 _____

4 _____

5 _____

 TELEFONI FEAVEA'I: _____

 TELEFONI FEAVEA'I: _____

 TELEFONI FEAVEA'I: _____

 TELEFONI FEAVEA'I: _____

 TELEFONI FEAVEA'I: _____

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Faafetai ia tei latou uma lava o a matou pa'aga.

O le faafetai faapitoa ia



NO NISI FAAMATALAGA

IA AVEA LOA MA PISINISI SAUNIUNI MO FAALAVELAVE.

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