4.2 Guiding principles – Information technology

Scope

These guiding principles assist Special Purpose Vehicles (SPV) with developing information technology (IT) policy.

Appropriate IT and systems use

IT is an essential tool for the day-to-day operations of an SPV. Incorrect or inappropriate use of the internet or email could potentially have serious consequences for the SPV and the shareholder.

An IT and associated systems policy would outline the SPV's standards and practices of use and monitoring, as well as actions that will be undertaken (i.e. disciplinary, dismissal) for misuse. This policy should be included in, or aligned to, the SPV's code of conduct. Guiding principles for a code of conduct are provided in 1_16_GP.

The IT policy should identify the types of authorised or accepted usage. This should include the acceptable level of private usage by employees.

Security

To protect the SPV's and shareholder's interests, the SPV should implement systems that ensure the integrity and security of information technology and data. Guiding principles for information management are provided in 2_6_GP Information Management.

More information

For more information, please visit www.dip.qld.gov.au or email SPV@dip.qld.gov.au.