



NSW Police Force

Use of Resources Policy Statement

NSW Police Force employees hold positions of authority and have access to a range of resources and confidential information. Use of resources must only be for lawful purposes and in the course of official duties.

Employees must not use their position or access NSW Police Force resources and information for personal gain, or the gain of any other person or organisation.

Our commitment is to ensure the NSW Police Force:

- identify NSW Police Force resources
- use resources in an effective, efficient and ethical manner
- identify and report when police resources are being misused.

The following principles underpin this policy statement.

- Employees must not improperly use their position or access NSW Police Force resources and information for personal gain, or the gain of any other person or organisation.
- Minor personal use of resources can occur in a limited capacity, without disruption to normal business and with the knowledge and approval of management.
- Resources are misused when they are used for personal reasons and result in a benefit to the employee.
- Employees should consider the factors outlined in the guidelines to identify if a NSW Police Force resource is being misused.
- Secondary employment must be taken in an employee's own time. Employees must not use any official resources, information, or confidential police knowledge whilst undertaking secondary employment.
- Excessive or unauthorised use of NSW Police Force resources may result in a conflict of interest as the use of the resource in that manner is not in the public interest.
- A misuse of resources may be a breach of the Code of Conduct & Ethics and result in management action or dismissal.

**Assistant Commissioner
Professional Standards Command
14 December 2017**