



## 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 or information systems 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 or mismanaged.

**The following principles underpin this policy statement.**

- Employees must not improperly use their position or access NSW Police Force resources or information systems 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 or mismanaged.
- 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  
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