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## Use of Resources Policy Statement

**This policy statement requires that NSW Police Force members must only use official resources and confidential information for lawful purposes.**

We will ensure that members of the NSW Police Force are able to:

- 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:**

- Members must not use their position or their access to NSW Police Force resources or information systems for personal gain, or the gain of any other person or organisation.
- Minor personal use of resources may occur, provided this is done without disruption to normal business and with the approval of management.
- Members should consider the factors outlined in the guidelines to identify if a NSW Police Force resource is being misused or mismanaged.
- Approved secondary employment must only be undertaken in a member's own time and without using official resources or confidential police information.
- Misusing resources may constitute a breach of the Code of Conduct & Ethics and may result in management action, including dismissal.

### **Responsibilities:**

- **Professional Standards Command** – Corporate ownership of the policy
- **Commanders/Managers** – May approve reasonable minor personal use of NSWPF resources; promote compliance with the policy and guidelines
- **All NSWPF employees** – Know and comply with the policy and guidelines

**Assistant Commissioner  
Professional Standards Command  
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