

**ITEM USE OF OFFICIAL INFORMATION**

**POLICY** Responsibility and discretion should be exercised in the distribution of official correspondence or information acquired by an employee in the course of her or his employment. The *Public Sector Employment and Management Act 1993*, Employment Instruction 13, Code of Conduct, provides guidelines for a basic level of conduct. It addresses such matters as

- Disclosure of official information
- Misuse of official information  
Misuse includes
  - speculation in shares on the basis of confidential information about the affairs of a business or of a proposed Government action
  - seeking to take advantage for personal reasons or for another person on the basis of information about that person held in official records; and
  - gossiping or rumour mongering on the basis of personal or other information held in official records.
- Integrity and security of documents and information
- Northern Territory Criminal Code

Section 76 of the *Criminal Code Act* states that

- 1) Any person who, being employed in the Public Service or engaged to do any work for or render any service to the government of the Territory or any department or statutory body thereof, unlawfully communicates confidential information coming to his knowledge because of such position is guilty of a crime and is liable to imprisonment for three years.
- 2) If he does so for purposes of gain he is liable to imprisonment for five years.

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