

# **GWENT POLICE**

## **GWENT POLICE INTERNET ACCESS AND EMAIL ACCEPTABLE USE POLICY**



### **1.0 Aims of Policy**

The aim of this policy is to set out the rules and conditions regulating the use of Internet E-mail and Internet browsing access from computer terminals connected to the Gwent Police Network.

Our objectives are to inspire public confidence in the Force's ability to protect the integrity and confidentiality of information assets and demonstrate commitment to maintaining professional standards.

**PRINTED VERSIONS SHOULD NOT BE RELIED UPON. THE MOST UP TO DATE  
VERSION CAN BE FOUND ON THE INTRANET POLICIES SITE.**

## **2.0 The Legal Basis**

With the external connections to the Gwent Police System available via the CJX (Criminal Justice Extranet<sup>1</sup>), there is a significant increase in the potential threat to the confidentiality, integrity and availability of information held on Force systems. External threats also have the potential to disrupt the designed functionality of all or parts of the Force Wide System and present onward transmission risk to other users of the CJX. The following are the main references that mandate the provisions of this procedure:

- ◆ Security Policy and Code of Connection for the CJX Extranet
- ◆ The ACPO/ACPOS Information Systems Community Security Policy
- ◆ The Data Protection Act 1998
- ◆ The Computer Misuse Act 1990
- ◆ The Official Secrets Act 1911 – 1989
- ◆ The Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000

This policy has been checked for compliance with the Human Rights Act; with particular reference to the legal basis of its precepts: the legitimacy of its aims; the justification and proportionality of the actions intended by it; that it is the least intrusive and damaging option necessary to achieve the aims; and that it defines the need to document the relevant decision making process's and outcomes of actions.

## **3.0 Human Rights Certificate of Compliance**

The policy has been checked for compliance with the Human Rights Act; with particular reference to the legal basis of its precepts: the legitimacy of its aims; the justification and proportionality of the actions intended by it; that it is the least intrusive and damaging option necessary to achieve the aims; and that it defines the need to document the relevant decision making process's and outcomes of actions.

## **4.0 Compliance with The Welsh Language Scheme**

This policy should aims to comply with the organisations Welsh language Scheme in terms of dealing with the Welsh speaking public, impact upon the public image of the organisation and the implementation of the language scheme.

## **5.0 Risk Assessment and health and safety Considerations**

The Gwent Police Service Dynamic Assessment should be applied as necessary. A training package in the use of risk assessment will be provided to all police personnel if requested or required.

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<sup>1</sup> Previously referred to as PNN2 (Police National Network 2)

## **6.0 Identification Section**

**Policy Title: Internet and E Mail Acceptable Use Policy**

**Reference: 133/2 b issue 2**

**ACPO LEAD: Deputy Chief Constable**

**Service Area Owners: Data Management and Information Security**

**Departments Responsible: Information Security, Data Management and Data Audit.**

**Links to other Policies/Procedure: Health and Safety, Information Security, Data Protection, Professional Standards Reporting, Police Misconduct, Police Staff Disciplinary, Licence to Lead, Working Away From Police Premises, Freedom of Information, E Mail Management, Use of Internet as Investigative Tool, Media.**

**Policy Implementation Date: June 8<sup>th</sup> 2011**

**Review: June 2013**