

# Information classification

---

We create and collect a vast amount of information in the form of paper documents, electronic files, emails and publications. This Office has a responsibility to ensure the confidentiality, integrity and availability of that information.

We have an information classification policy and handling procedure which complies with the Queensland Government Information Security Classification Framework V5.0.0 (QGISCF). This procedure describes how information and systems should be classified, and data is assigned a label relating to the type of information and its need to remain confidential and secure.

Most correspondence from this Office will be marked as 'SENSITIVE' or 'CONFIDENTIAL'. Once content like reports and brochures have been cleared for public release they will be labelled 'PUBLIC'.

Last updated: 4 December 2023