

1. Purpose

To protect staff, resources and intellectual property of the DMTC and its partners in order for the DMTC to meet the requirements specified by the Commonwealth. This includes:

- disclosure of intellectual property
- theft, and
- safety of personnel.

2. Policy Scope/Coverage

This policy is applicable to all people involved in DMTC activities and business of the DMTC. Specific security requirements are specified in Commonwealth Agreement. This policy is implemented through the adoption of the DMTC Security Plan.

3. Policy Statement

3.1. Policy Overview

DMTC will appoint a Security Officer and allocate adequate resources to ensure that the security requirements specified in the Commonwealth Agreement are met. DMTC will participate in the Defence Industry Security Program (DISP).

DMTC recognises that security is a responsibility of all personnel and will work with all partner organisations to maintain security requirements.

The identification, assessment and treatment of security risks will be specified within the DMTC Security Plan that will be prepared and maintained by the Security Officer.

DMTC will provide a safe and secure work environment for employees and notify partners of security risks that may apply to their staff.

3.2. Classification of Intellectual Property

The Security Officer will classify all intellectual property and it will be handled in a manner appropriate to that classification.

3.3. Disclosure of Intellectual Property

No person or organisation will disclose any intellectual property without prior approval from the Security Officer.

4. Linked Policies, Procedures and Forms

- Policy – Approval
- Policy – Internal Controls
- Policy – Intellectual Property
- Policy – Social Media
- Security Plan