

Information and Communication Technology Policy

1. Policy statement

Effective and secure use of Information and Communication Technology underpins the achievement of Western Power's objectives, the delivery of effective services to customers, and compliance with regulatory or legislative obligations.

1.1 Purpose

This policy provides direction to ensure:

- (i) Western Power's ICT assets and data are adequately protected,
- (ii) Significant investments in ICT are aligned to Western Power's strategy and enterprise architecture,
- (iii) Systems are fit-for-purpose and properly maintained,
- (iv) Use of Western Power's ICT systems is appropriate

1.2 Scope

This Policy applies to all Western Power Personnel.

In this Policy, Personnel means:

- (i) Every employee, officer and director of Western Power, and
- (ii) Any external service providers or contractors performing activities on behalf of Western Power.

This policy covers all information and communications technology including personal productivity tools, corporate systems and operational control systems.

Field based operational technology which is directly connected to the electricity network is covered by the Asset Management Policy.

1.3 Principles

Western Power will ensure:

- (i) ICT systems are developed, operated and maintained to support Western Power's vision and objectives
- (ii) ICT systems enable the provision of effective services to customers
- (iii) ICT systems are planned and introduced in a managed way, in line with an approved Enterprise Architecture providing an effective platform for the current and future business

- (iv) Investments in new ICT capabilities are aligned to Western Power’s strategic plan and risk appetite
- (v) ICT systems effectively support record keeping, reporting, legislative and regulatory compliance requirements
- (vi) ICT systems are managed to meet business needs for reliability and availability to ensure that they remain fit-for-purpose
- (vii) ICT systems are secured in line with business needs and employees have access to only the systems or data that their role requires
- (viii) ICT systems are used appropriately.

2. Supporting document structure

This Policy is supported by the following Standards and Frameworks.

| Title | EDM reference |
|--|---------------|
| Information and Communication Technology Framework | EDM# 54226522 |
| Information and Communication Technology Governance Standard | EDM# 54203955 |

3. Dictionary

Words in the first column of the following table are defined terms and have the corresponding meaning shown in the second column of the table. Defined terms appear in this document as capitalised.

| Defined term | Meaning |
|-------------------------|---|
| Enterprise Architecture | Blueprint of the current and future state Information and Communication Technology outlining how it provides a platform to support business processes and capabilities |
| Framework | A structure of procedures and guidelines and other controls that support the implementation of the stated outcomes of policies in a consistent manner in a specified area |
| ICT | Information and communication technology |
| Personnel | Has the meaning in section 1.2 of this document |
| Policy | High-level, brief, straightforward, statements of principle indicating Western Power’s intention and direction, to enable effective decision-making processes |
| Standard | A management standard issued under and supporting this policy |
| Western Power | Electricity Networks Corporation |

4. Further information

If you have any questions in relation to this Policy please contact either the Head of Information & Communication Technology or the General Counsel.

5. Content owner

Chief Technology Officer

6. Accountabilities

Policy content owner:

Accountable for:

1. implementing this Policy
2. preparing, issuing and maintaining any required Frameworks and Standards
3. ensuring that people affected by this Policy and its related Frameworks and Standards are aware of their responsibilities
4. ongoing education (as necessary)
5. monitoring compliance with the requirements of the Policy and its related Frameworks and Standards
6. ensuring that appropriate remedial actions are taken if there are compliance breaches
7. monitoring the continuing relevance of the Policy and the currency of its contents.

General Counsel:

Accountable for publishing the approved version of this Policy, and any Frameworks and Standards issued under it, in Western Power's corporate policies register.

7. Review

This Policy will be reviewed and evaluated by the Board at least once in every three year period taking into account the purpose of the Policy and the outcome of the compliance review.

8. Related documents

| Title | EDM reference |
|---|---------------|
| Information and Communication Technology Framework | EDM# 54226522 |
| Information and Communication Technology Governance Standard | EDM# 54203955 |
| Information and Communication Technology Information Management Standard | EDM# 54226418 |
| Information and Communication Technology Cyber Security Standard | EDM# 50668929 |
| Information and Communication Technology Enterprise Architecture Standard | EDM# 54209635 |
| Information and Communication Technology Service Management Standard | EDM# 54210137 |
| ICT Device Allocation Standard | EDM# 54226421 |

9. Approval history

| Version | Approved by | Date of approval | Resolution no. | Notes |
|---------|--|--------------------------|----------------|---|
| 1. | Board | 24/03/2006 | BD/19/2006 | Predecessor document management policy |
| 2. | General Manager Enterprise Solutions Partner | 01/10/2010 | | Predecessor information and records management policy |
| 3. | Board | 01/07/2014 | #004/2015/BD | |
| 4. | Board | 22/03/2019 | #066/2019/BD | |
| 5. | General Counsel Chief Technology Officer | 31/03/2022 31/03/2022 | | New Corporate Template applied. New EDM reference number. Related Documents list updated. |

Date of approval: 31/03/2022



May Lin Chew
General Counsel and Executive Officer



Matt Cheney
Chief Technology Officer