



Board Policy

POLICY CATEGORY:	Organizational Performance
POLICY FOCUS:	3.4 Information Technology and Electronic Communications Usage
DATE OF POLICY:	June 2024

Policy Statement

3.4.1 The Board believes in the value and necessity of clear understanding and a high standard of implementation within the AIBC regarding the appropriate use of available information technology, and electronic communication, including but not limited to email and social media.

Accordingly, the Chief Executive Officer will ensure that:

3.4.2 Necessary resources and information technology (IT) competencies are resident with staff and, as applicable, consultants, contractors and suppliers, and a responsible approach is determined and implemented for information technology usage befitting a professional regulator and local public body mandated in the public interest.

3.4.3 Sufficient, appropriate and coordinated IT resources are protected by systems security, which is regularly monitored and updated.

3.4.4 The AIBC's information assets are identified, integrated, deployed, and managed to meet its emerging needs with integrity and reliability.

3.4.5 Organizational policies, practices, and protocols reflective of evolving IT industry practices are established and communicated to all persons directly or indirectly involved in carrying out the work of the AIBC, which articulate responsibilities, expectations, and limitations regarding (but not limited to) business vs. personal use, professionalism, confidentiality and privacy, copyright and intellectual property, identity and capacity, and permission and attribution.

3.4.6 A responsible approach is determined and implemented for electronic communications media usage befitting a professional regulator mandated in the public interest.

Revision and Approval Log

June 11, 2024	Approved by AIBC Board