Example policy register

| **Document** | **Location** | **Custodian** | **Review date** |
| --- | --- | --- | --- |
| Code of conduct/ethics/charter | Record ref  Intranet ref | Senior leadership team | 1 January 2023 |
| Delegations | Record ref  Intranet ref | Senior leadership team/Finance | 1 January 2022 |
| Fraud and corruption control plan | Record ref  Intranet ref | Conduct and standards | 30 June 2022 |
| Declaring and managing conflicts of interest |  | Conduct and standards/HR |  |
| Offer, acceptance and provision of gifts, benefits and hospitality |  | Conduct and standards/HR |  |
| Managing official and/or confidential information |  | Conduct and standards/  Corporate information |  |
| Recordkeeping plan |  | Corporate information |  |
| Appropriate use of public resources |  | Finance |  |
| Reporting pathways |  | Conduct and standards/HR |  |
| Discipline and investigations |  | Conduct and standards/HR |  |
| Integrity risk management (e.g. risk management policy and procedures, strategic and operational risk registers, internal audit charter) |  | Internal audit |  |
| Human resource management (e.g. recruitment and selection policy, secondary employment policy, employee integrity/screening policy, leave management policy) |  | Human resources |  |
| Financial management (e.g. financial management manual, use of purchasing cards policy, procurement policy) |  | Finance |  |
| Information and communications technology management (e.g. acceptable use of IT equipment policy, cyber security policy) |  | ICT |  |