

MITA is committed to respect and protect the security and privacy of the Information Assets created, processed, used, transmitted, stored and destroyed in accordance with applicable regulations and policies as well as reasonable business judgement, discretion and common sense.

Individuals shall use information that supports the Agency's mission and core business operations in a responsible and appropriate manner. As custodians of the Agency's information and that of its client (i.e. Government of Malta), Individuals must adhere to established policies and procedures to ensure that they use the information only as required by the normal functions of their duties and that they safeguard it properly according to its classification.

MITA shall protect its Information Assets and that of the Government of Malta and allow the use, access and disclosure of such information only in accordance with the interests of the Agency and its clients and the respective Government of Malta and MITA policies, laws and regulations. Individuals are responsible for implementing these controls and shall have the support of the Executive Chairman, who heads the Agency's Executive Committee, as the owner of the MITA Information Security Policy; which policy encompasses the safe-keeping of the information in whatever physical and electronic form, such as printed, written and stored electronically, transmitted by post or through electronic means or spoken in conversation.

**MITA Executive Committee**

**17<sup>th</sup> April 2018**