

**Code of Conduct
Information and communications**

All staff are reminded about appropriate protocols around official communication and information, including parliamentary enquires. Please note the following:

- State public sector employees are not allowed to attend a Parliamentary enquiry without express permission of the Dept of Premier and Cabinet and their CEO/MD
- State public sector employees would only give evidence when issued with a subpoena
- If the employee wishes to give evidence for the union they can only do so as a private citizen
- They cannot give any evidence on official information eg they cannot talk about enrolment numbers, government policy etc
- If they do want to attend, they should say "my evidence is as a private citizen and not an employee of XXXXX Institute"
- They should also get legal advice to ensure that what they say is not any official information as they would be breaching discipline if they gave any official information to the enquiry without approval

The WCI Code of Conduct refers to this topic including dealing with the media, security, public comment and ministerial dealings. You are encouraged to familiarise yourself with this information.

Regards,

Kerry Kapel
Manager Workforce Services
West Coast Institute

West Coast