



Commercial Design
CONSOLIDATED (NSW) PTY LIMITED

Acceptable use policy

Date issued:

Introduction

Our Client's may provide hourly rate contract personnel with Internet access and electronic communications services as required for the performance and fulfilment of job responsibilities. These services are for the purpose of increasing productivity and not for non-business activities.

Use policy

At our clients' discretion, occasional and reasonable personal use of Internet and e-mail services may be permitted, provided that this does not interfere with work performance. These services may possibly be used outside of scheduled hours of work, provided that such use is consistent with professional conduct.

Users should have no expectation of privacy while using company-owned or company-leased equipment. Information passing through or stored on company equipment can and will be monitored.

Violations of Internet and e-mail use include, but are not limited to, accessing, downloading, uploading, saving, receiving, or sending material that includes sexually explicit content or other material using vulgar, sexist, racist, threatening, violent, or defamatory language. Users should not use our clients' services to disclose corporate information without prior authorization. Gambling and illegal activities are not to be conducted on company resources.

Infringements of this policy will be investigated on a case-by-case basis.

Your signature indicates that you have read this Internet and e-mail use policy.

Signing this document does not mean that you agree with each and every provision of the policy. However, it does mean that you will abide by the regulations set forth in the above policy.

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Acceptable Use Policy – Return with signed “Contract to Service”

Contractor Signature: _____

Print Name : _____

Date: _____