

MINISTER FOR LOCAL GOVERNMENT — PORTFOLIOS — MOBILE DEVICES

3185. Mr Z.R.F. Kirkup to the Minister for Local Government; Heritage; Culture and the Arts:

In respect of the Minister's portfolio responsibilities for any of their departments, agencies, government trading enterprises or boards, I ask:

- (a) Are there any policies or procedures in place for restricting unauthorised access to mobile devices (mobile phones, tablets and laptops):
 - (i) If so, what are they; and
 - (ii) If not, why not;
- (b) How many mobile devices have been disposed of in the following financial years and what was their disposal method (i.e. at auction):
 - (i) 2015–16;
 - (ii) 2016–17; and
 - (iii) 2017–18; and
- (c) Were any of the mobile devices in (b)(i)–(iii) used to store sensitive or confidential information:
 - (i) If so, what type of sensitive or confidential information; and
 - (ii) If so, what measures are put in place to ensure this information is not retained on the hard-drive of the device upon its disposal?

Mr D.A. Templeman replied:

Department of Local Government, Sport and Cultural Industries (DLGSC)

- (a) Yes.
 - (i) All mobile and tablet devices must have a Security PIN set to unlock the device at the time of handover to the user. All laptops are restricted access to unauthorised users by requirement of a local and/or network authenticated Windows/Mac OS login.
 - (ii) Not applicable.
- (b) (i) 30 – CUA authorised disposal also hard drive removal/destruction and auction.
(ii)–(iii) Nil.
- (c) (i) Not applicable – DLGSC does not classify data as sensitive or confidential
(ii) Regardless of data sensitivity the Departments disposal methods are always used to remove and destroy storage and/or devices through authorised CUA contracts. No data is retained on the device upon disposal.

Art Gallery of Western Australia

- (a) Yes.
 - (i) Managed in accordance with DLGSC policy.
 - (ii) Not applicable.
- (b) (i) Nil.
(ii) 2 iPads. Deletion of duplicate asset numbers from 2012.
(iii) Nil.
- (c) (i) Not applicable – AGWA does not classify data as sensitive or confidential.
(ii) Regardless of data sensitivity the disposal methods are always used to remove and destroy storage and/or devices through authorised CUA contracts. No data is retained upon on the device disposal.

State Library of Western Australia

- (a) Yes.
 - (i) Managed in accordance with DLGSC policy.
 - (ii) Not applicable.

- (b) (i) 20 laptops donated to a charitable institution as per State Supply Commission instructions.
- (ii) Nil.
- (iii) One laptop donated to a charitable institution as per State Supply Commission instructions.
- (c) (i) Not applicable – State Library does not classify data as sensitive or confidential.
- (ii) Regardless of data sensitivity the Departments disposal methods are always used to remove and destroy storage and/or devices through authorised CUA contracts. No data is retained on the device upon disposal.

State Records Office

- (a) Yes.
 - (i) Managed in accordance with DLGSC policy.
 - (ii) Not applicable.
- (b) (i)–(iii) Nil.
- (c) (i)–(ii) Not applicable.

Perth Theatre Trust

- (a) Yes.
 - (i) Managed in accordance with DLGSC policy.
 - (ii) Not applicable.
- (b) (i) 4 laptops decommissioned and destroyed.
- (ii)–(iii) Nil.
- (c) (i) Not applicable – PTT does not classify data as sensitive or confidential.
- (ii) Regardless of data sensitivity the disposal methods are always used to remove and destroy storage and/or devices through authorised CUA contracts. No data is retained on the device upon disposal.

Western Australian Museum

- (a) Yes.
 - (i) All mobile and tablet devices must have a Security PIN set to unlock the device at the time of handover to the user. All laptops are restricted access to unauthorised users by requirement of a local and/or network authenticated Windows/Mac OS login.
 - (ii) Not applicable.
- (b) (i)–(iii) Nil.
- (c) (i)–(ii) Not applicable.

Metropolitan Cemeteries Board

- (a) Yes.
 - (i) Provision and use of mobile phones policy. Information security policy.
 - (ii) Not applicable.
- (b) (i) 30 phones recycled; 1 notebook recycled; 9 phones internal tender and auction; 4 tablets internal tender and auction.
- (ii) 3 laptops recycled
- (iii) 6 phones internal tender and auction; 1 tablet internal tender and auction; 8 laptops internal tender and auction; 9 laptops recycled
- (c) (i) MCB does not classify data as sensitive or confidential.
- (ii) Regardless of data sensitivity there is documented procedure/form in place to erase, check and authorise disposal. DBAN software utility has been used to erase this data from 2018. This is also supplemented by a final routine procedure to factory reset and/or hard disk reimaging in some instances.

National Trust of Western Australia

- (a) Yes.

- (i) Only National Trust staff (authorised users) may access or use mobile devices which are password protected and need to be signed out to use by the authorised users.
- (b) (i)–(ii) Nil.
(iii) 5 laptops (hard drives removed, wiped and destroyed – laptops sent to recycling facility).
- (c) National Trust does not classify data as sensitive or confidential.
(i)–(ii) Regardless of data sensitivity the National Trust’s disposal methods are always used to remove and destroy storage and/or devices. No data is retained on the device upon disposal.

Department of Planning, Lands and Heritage

- (a) Please refer to the answer to Legislative Assembly Question on Notice 3179.

Former State Heritage Office (including Heritage Council)

- (b) (i) Nil.
(ii) 20 – eWaste
(iii) Not applicable.
- (c) No.
(i)–(ii) Not applicable.