



information
and privacy
commission
new south wales

Information Access and Privacy Excellence Award Policy

October 2022



1. About the Award

The IPC established an Information Access and Privacy Excellence Award (the Award) in March 2021 which recognises excellence in service delivery to NSW citizens and agencies. The Award recognises outstanding service delivery achievements that promote and protect information access and privacy rights in New South Wales.

The Award is determined by the IPC CEO with input from the Privacy Commissioner and can be awarded to a staff member or another person who has contributed to promoting and protecting information access and privacy rights in New South Wales.

2. Criteria for the Award

The CEO will determine a recipient of the Award, with input from the Privacy Commissioner, having regard to any of the following criteria:

- Excellence in customer service
- Excellence in service delivery
- Significant contribution to the promotion or protection of information access and/or privacy rights
- Excellence in supporting information access and privacy practitioners' networks.

The CCA team develops the certificate in Canva – a full list of instructions to develop the certificate are available in the [CCA operations manual](#) (D19/010613/DJ). The [Award template](#) can be found in D21/004286/DJ (blank). Appendix A features the design.

3. Procedure

The Award is to be awarded every two years. The recipient receives a certificate (as mentioned above) and a gift card valued up to \$200. The certificate and gift card will be presented to the recipient at a relevant event, meeting or forum and an announcement of the Award will be made public through social media and other relevant messaging.

All purchases using IPC funds will be in accordance with the IPC's policies and procedures and [Code of Conduct](#) (D20/032026/DJ) and recorded in the IPC records.

The recipient and the gift card value should be listed in the [IPC Rewards and Recognitions Register](#) (D18/227602/DJ).

The certificate should be presented to the recipient via hard and soft copy.

4. Related policies

- [IPC Code of Conduct](#) – D20/032026/DJ
- [IPC Rewards and Recognition Policy](#) – D17/019266/DJ
- [IPC Rewards and Recognition Register](#) – D18/227602/DJ
- [IPC Gifts and Benefits Policy](#) – D19/189116/DJ
- [IPC Gifts Register](#) – D18/042554/DJ

5. Appendix

Appendix A – Template of the Information Access and Privacy Excellence Award



INFORMATION ACCESS AND PRIVACY EXCELLENCE AWARD

This achievement is proudly awarded to

NAME

Position

For their magni dolores eos qui ratione voluptatem sequi nesciunt. Neque porro quisquam est, qui dolorem ipsum quia dolor sit amet, consectetur, adipisci velit, sed quia non numquam eius modi tempora incidunt ut labore.

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Elizabeth Tydd
IPC CEO, Information Commissioner
Open Data Advocate

Samantha Gavel
Privacy Commissioner

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