

## Delegation Schedule G - Information Systems and Infrastructure Delegations

Function	Holders and Limits	Document Reference and Guidance
Agreements		
<b>G1</b>	Authority to negotiate information technology and software and service agreements.  Director Information Technology Associate Director Client Services Associate Director Cloud and Infrastructure Services Associate Director Enterprise Architecture, Security and Governance Associate Director Information Services	<a href="#">Procurement Policy</a> <a href="#">Procurement Procedures</a>
<b>G2</b>	Authority to sign Information Technology Agreements and services, internally or externally.  Chief Operating Officer - \$1,000,000 Director Information Technology - \$100,000 Associate Director Client Services - \$100,000 Associate Director Cloud and Infrastructure Services - \$100,000 Associate Director Enterprise Architecture, Security and Governance - \$100,000 Associate Director Information Services - \$100,000	<a href="#">Procurement Policy</a> <a href="#">Procurement Procedures</a>  <b>Administrative Notes</b> Delegation is to be exercised on advice of the Legal Office and processed through Contracts.
Infrastructure		
<b>G3</b>	Design, provide, maintain, upgrade and modify digital campus networks and approve or deny device attachments and network interconnections.  Director Information Technology Associate Director Cloud and Infrastructure Services	<a href="#">Information and Communication Technology Facilities and Services Rule</a> <a href="#">Information and Communications Infrastructure Rule</a>
<b>G4</b>	Authority to approve electronic interfaces to enterprise production systems.  Information Technology Governance Committee (VC Approved) Technical Architecture Group Director Information Technology Associate Director Information Services	
<b>G5</b>	Authority to approve digital certificates and domain name registrations.  Director Information Technology Associate Director Cloud and Infrastructure Services Associate Director Information Services	
<b>G6</b>	Authorise access to information infrastructure.  Chief Legal and Governance Officer Chief Operating Officer Director Information Technology Associate Director Cloud and Infrastructure Services	<a href="#">IT Server Room Access Procedures</a>

<b>G7</b>	Authority to approve all procurement of audio visual equipment for teaching spaces or meeting rooms.	Chief Operating Officer - \$1,000,000 Director Information Technology - \$100,000 Associate Director Client Services - \$100,000	<a href="#">Procurement Policy</a> <a href="#">Procurement Procedures</a> <a href="#">Standard Operating Environment Rule</a>  <b>Administrative Notes</b> For procurement of audio visual equipment not installed by UNE, delegation is to be exercised on the advice of the Audio Visual Technical Manager.
Information Security			
<b>G8</b>	Authority to take necessary action to assure continuity and security of the digital campus.	Chief Operating Officer Director Information Technology Associate Director Client Services Associate Director Cloud and Infrastructure Services Associate Director Enterprise Architecture, Security and Governance Associate Director Information Services	<a href="#">Information Security Rule</a>
<b>G9</b>	Authority to approve commissioning and operation of outsourced and cloud-sourced services.	Director Information Technology Associate Director Client Services Associate Director Cloud and Infrastructure Services Associate Director Enterprise Architecture, Security and Governance Associate Director Information Services	
<b>G10</b>	Authority to immediately suspend, disconnect or restrict any account or IT facility based on an immediate threat to the University.	Chief Operating Officer Director Information Technology Associate Director Client Services Associate Director Cloud and Infrastructure Services Associate Director Enterprise Architecture, Security and Governance Associate Director Information Services IT Security, Architecture and Governance Manager	<a href="#">Information and Communication Technology Facilities and Services Rule</a> <a href="#">Information Security Rule</a>
<b>G11</b>	Authority to approve UNE Mail Lists.	Director Information Technology	<a href="#">Mailing List Operating Procedure</a>
<b>G12</b>	Authority to approve change of username.	Director Information Technology	<a href="#">User Registration Operating Procedure</a>
<b>G13</b>	Authority to approve vendors and external agents' access to UNE systems.	Vice-Chancellor and Chief Executive Officer Chief Operating Officer Chief Legal and Governance Officer	

<b>G14</b>	Authority to approve the release of information created by an individual, stored within UNE IT facilities, to police or appropriate authority.	Vice-Chancellor and Chief Executive Officer Chief Legal and Governance Officer	<b>Administrative Notes</b> Delegation is to be exercised on advice of the Chief Legal and Governance Officer and/or Legal Office.
<b>G15</b>	Authority to order the immediate suspension or termination of a student account.	Vice-Chancellor and Chief Executive Officer Provost and Deputy Vice-Chancellor Deputy Vice-Chancellor Research Pro Vice-Chancellor (Academic Innovation) Pro Vice-Chancellor (External Relations) Chief Operating Officer Director Information Technology	<a href="#">Information and Communication Technology Facilities and Services Rule</a> <a href="#">Information Security Rule</a> <a href="#">Student Behavioural Misconduct Rules</a>
<b>G16</b>	Authority to order the immediate suspension or termination of a staff account.	Vice-Chancellor and Chief Executive Officer Band 2 Band 3 Director Information Technology	<a href="#">Code of Conduct</a> <a href="#">Information and Communication Technology Facilities and Services Rule</a> <a href="#">Information Security Rule</a>
<b>G17</b>	Authority to request examination of an account holder's use of IT facilities.	Vice-Chancellor and Chief Executive Officer Band 2 Band 3 Director Information Technology	<a href="#">Code of Conduct</a> <a href="#">HDR - Higher Degree Research Student Responsible Research Conduct Policy</a> <a href="#">Information and Communication Technology Facilities and Services Rule</a> <a href="#">Information Security Rule</a> <a href="#">Student Behavioural Misconduct Rules</a> <a href="#">Student Coursework Academic Misconduct Procedures</a> <a href="#">Student Coursework Academic Misconduct Rule</a>
Planning			
<b>G18</b>	Approve Information and Communications Technology Strategic Plan.	Finance and Infrastructure Committee	<a href="#">Terms of Reference (Council approved) - Finance and Infrastructure Committee</a>
<b>G19</b>	Develop and implement IT Disaster Recovery Plan.	Director Information Technology	
<b>G20</b>	Develop and implement Information Security Strategy and Security Architecture.	Associate Director Enterprise Architecture, Security and Governance	<a href="#">Terms of Reference (Vice-Chancellor approved) - Information Technology Governance Committee</a>
<b>G21</b>	Develop and implement IT Architecture Principles and Standards.	Associate Director Enterprise Architecture, Security and Governance	<a href="#">Terms of Reference (Vice-Chancellor approved) - Information Technology Governance Committee</a>