	BUZZWORKS SECURITY POLICY	Doc Type:	Policy
		Last Reviewed Date:	16 Jan 2026
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		Owner:	S Sarlin

Policy Statement

Buzzworks is committed to providing and maintaining the security of all Workers as well as materials, prototypes, products and/or client and Government furnished materials and information. Risks to security will be prevented or mitigated, as far as is reasonably practicable, with control measures in place to minimise incident outcomes and restore routine operations as soon as possible.

Scope

This Policy applies to all Workers who are engaged by Buzzworks in any capacity or location during business hours or hours of work.

Workers includes managers and supervisors, full-time, part-time or casual, temporary or permanent employees, apprentices, a contractor or subcontractor, an employee of a contractor or subcontractor, an employee of a labour hire company assigned to work for Buzzworks, a work experience student or a volunteer.

The Defence Industry Security Program (DISP)

The Defence Industry Security Program (DISP) assists in securing Defence capability through strengthened security practices in partnership with industry, and enhances Defence's ability to manage risk in the evolving security environment. The Defence Security and Vetting Service (DS&VS) manage DISP to support Defence Groups and Services, and Defence Industry in managing security risks.

Following Defence's assessment of our eligibility and suitability, Buzzworks at 22 Gresham Street, in Ashgrove, Queensland has been granted a DISP Membership at the following levels:

- **Governance Security:** Level 1
- **Personnel Security:** Level 1
- **Physical Security:** Entry Level
- **Information & Cyber Security:** Entry Level

Buzzworks must continue to meet the ongoing eligibility and suitability requirements, as outlined in the Defence Security Principles Framework (DSPF) *Principle 16* and *Control 16.1 Defence Industry Security Program* to maintain their DISP membership (https://www.defence.gov.au/business-industry/industry-governance/defence-security-principles-framework).

Buzzworks has agreed to abide by the security provisions stated in the DSPF, and which are reflected in our Security Policies and Plans (SPP). The SPP provides a ***'working guide'*** for Buzzworks management and all personnel to implement security measures required by the DSPF.

Further Information

For further information contact any of the following:

- Buzzworks Security Officer - Shane Sarlin on 0413 417 446 or using the email DISP@buzzworks.net.au
- The DISP Team via DISP.info@defence.gov.au
- For further questions please call 1800 DEFENCE (1800 333 362) or email yourcustomer.service@defence.gov.au

Policy Updates

This Policy may change from time to time and is available on our website https://buzzworks.net.au/policies.

Policy Complaints and Enquiries

Buzzworks is committed to providing an environment which is safe for all Workers. You will not be disadvantaged in your employment conditions or opportunities as a result of lodging a complaint.

If you have any queries or complaints about our Security Policy please contact us at:

Buzzworks

Enquiries: info@buzzworks.net.au

Complaints: complaints@buzzworks.net.au

Telephone: +61 7 3366 5080